



STAPLEHURST SCHOOL- ANNUAL GOVERNANCE STATEMENT FOR THE ACADEMIC YEAR 2025/6

As the Governing Body of Staplehurst School, we are proud of the school and its welcoming, inclusive ethos and strong family atmosphere. At Staplehurst “Children come first.”

In accordance with the Government’s requirement for all governing bodies, we set out below the three core strategic functions of the Governing Body at Staplehurst School:

- 1. Ensuring clarity of vision, ethos and strategic direction**
- 2. Holding the Headteacher to account for the educational performance of the school and its pupils**
- 3. Overseeing the financial performance of the school and making sure its money is well spent.**

Governance Structure

The Governing Body consists of 12 Governor roles as follows:

- 2 Parent Governors appointed by ballot of the parents at the school;
- 1 Local Authority Governor appointed by the Local Authority;
- 1 Staff Governor appointed by ballot of the staff;
- The Headteacher;
- 7 Co-opted Governors appointed by the Governing Body based on a skills audit.

The Governing Body appoints a professional Clerk who is responsible for arranging meetings, taking minutes and following up on all actions. The Clerk also advises on procedural matters and plays a key role in the work of the Governing Body.

Governors are volunteers who apply for, and are appointed to, their roles (except for the Headteacher), are independent and have equal status to each other. A Chair and Vice Chair are elected by the Governing Body each year and work closely together with the Headteacher and the Clerk.

The Full Governing Body (FGB) met eight times in the last academic school year 2024-25. The FGB delegates certain functions to its sub-committees – Learning & Development; Finance & Premises; and Leadership Group Performance Management.

As well as sitting on one or more of these committees, each of our Governors is asked to take on a Link Governor role, i.e. responsibility for monitoring a specific aspect or priority of the school, such as Safeguarding, Special Educational Needs, Health & Safety or Finance.

Details of individual Governors, their terms of office, attendance records and which committee(s) they sit on can be found on the 'Governors' section of the school website.

In addition to their committee work, all Governors usually visit the school regularly to carry out Link responsibilities and write reports about their activities and meetings with school staff. After each staff contact, a formal report is prepared and presented at the next Governing Body meeting. From this, the progress in the delivery of agreed school priority areas can be actively monitored and impact on the education of the pupils more effectively assessed.

During the 2024/25 academic year, the Governing Body met eight times, the Finance Committee met four times, the Learning and Development Committee met four times, and the Headteachers Appraisal Committee and Pay Committee met twice. Governors also visited informally, supporting school events such as plays, music evenings and Parent Teacher Association evenings and fund-raising events.

The Chair of Governors has regular meetings with the Headteacher and Clerk outside full Governing Body meetings, and Governors attend training sessions organised both within the school and outside delivered by school staff or the Local Authority (LA.)