



# Westgate Primary School

## Annual Governance Statement

**September 2024 (covering the academic year 2023-24)**

### 1 The Governing Body

Name	Type	Current term office appointed	Current term of office expires
Laura Boddy	Parent governor	30/09/2023	30/09/2027
Laura Bibby	Parent governor	27/03/2024 (new appt)	27/03/2028
Helen Carpenter	Ex officio	No fixed term	No fixed term
Sally Clough	Co-opted governor	21/05/2020	21/05/2024 (resigned May 2024)
Christina Copperthwaite	Co-opted governor	12/03/2024 (new appt)	12/03/2028
Billy Cunningham	Co-opted governor	20/09/2023	20/09/2027
Susie Day	Co-opted governor	02/03/2023	02/03/2027
Matthew Fortune	Co-opted governor	02/03/2023	02/03/2027
Daniel Hackney	Staff governor	22/10/2022	22/10/2022 (Retired Dec 2023)
Jessica Hignett	Parent governor	27/03/2024 (new appt)	27/03/2028
Helen Hooper	Staff governor	01/01/2024 (new appt)	01/01/2028
Philippa Jervis	Co-opted governor	12/03/2024 (new appt)	12/03/2028
Victoria Mirfield	Parent governor (LA governor from Jul 2024)	04/10/2021	04/10/2025
Sarah Mumford	Co-opted governor	30/06/2020	30/06/2024 (Resigned Mar 2024)
Neil Richardson	Co-opted governor	28/02/2023	28/02/2027
Andrew Ross	Parent governor	04/10/2021	07/10/2025
Louise Shackleton	Co-opted governor	13/10/2020	07/10/2024
Collette Smith			(Resigned Nov 2023)
Ray Smith	LA governor	15/07/2021	15/07/2025 (Resigned Mar 2024)

### 2 Clerk to the Governors

Leeds Governor Support Service, Children's Services, Leeds.

### 3 Committees 2023-2024

Information about the remit/ terms of reference for the governing body committees are available [on the school website](#) and upon request. Some committees or named governors receive specific training to be able to carry out their functions effectively.

Curriculum
Laura Boddy (chair)
Helen Carpenter
Daniel Hackney
Sarah Mumford
Andrew Ross
Matthew Fortune

Pupil Support
Helen Carpenter
Sally Clough
Matthew Fortune
Victoria Mirfield (chair)
Louise Shackleton
Ray Smith

<b>Resources (and Pay committee)</b>
Helen Carpenter
Billy Cunningham
Susie Day
Neil Richardson (chair)
Amy Bleasdale (associate governor)

<b>Head Teacher Appraisal</b>
Andrew Ross
Matthew Fortune
Sarah Mumford

### Named Governors

<b>Role</b>	<b>Governor</b>
Attendance	Sally Clough
Children Looked After	Victoria Mirfield
Child protection and Safeguarding	Victoria Mirfield
Complaints	Andrew Ross
Early reading and phonics	Laura Boddy
Equalities	Sarah Mumford
EYFS	Ray Smith
Govt grant funding	Susie Day
Health & Safety	Louise Shackleton
Literacy	Laura Boddy
Maths	Andrew Ross
Online Safety	Matthew Fortune
SEND	Louise Shackleton
Training	Neil Richardson
Wellbeing	Matthew Fortune

### 4 Attendance 2023-24

<b>Name</b>	<b>Number of full governing body meetings attended (5 per year)</b>	<b>Number of committee meetings attended this year</b>	<b>Number of visits to school (virtual or in person)</b>
Laura Boddy	5	3	2
Laura Bibby	2	0	
Helen Carpenter	5	11	
Sally Clough	3	3	2
Christina Copperthwaite	2	2	1
Billy Cunningham	2	4	1
Susie Day	4	4	4
Matthew Fortune	5	6	5
Daniel Hackney	2	1	
Jessica Hignett	2	0	
Helen Hooper	5	2	
Philippa Jervis	2	2	
Victoria Mirfield	3	4	2
Sarah Mumford	1	1	1
Neil Richardson	4	4	1
Andrew Ross	5	4	9
Louise Shackleton	4	4	2
Collette Smith	1	0	
Ray Smith	1	0	

## **5 Training Undertaken by Governors in 2023-2024**

During the academic year, governors have attended training sessions run by a range of approved governor training providers and accessed e-learning modules. When considering the skills and training governors require, particular attention is given to the three core strategic functions of the governing body:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the head teacher to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

In 2023-24, the following training has been undertaken:

- Online safety training for all governors
- Several governors completed Safer Recruitment training
- Governors accessed a range of online training related to governor induction; school finance for governors; appraisal and setting performance objectives; GDPR; diversity, equity and inclusion; unconscious bias.

## **6 Chair of Governors' Statement/ Statement from the Governing Body**

This year seen a lot of change in school with the retirement of Daniel Hackney as deputy headteacher and the restructuring of the leadership team to appoint Helen Hooper as assistant headteacher. At the end of the year Helen Carpenter handed in her notice as head teacher and will leave at the end of the autumn term 2024. There have also been significant changes on the governing body with Rob Wilks leaving at the end of last year and Andrew Ross taking over as chair of governors. We have said goodbye to 5 governors this year and seen 5 new governors join the governing body. Overall the governing body remains strong with a diverse range of backgrounds and skills to draw on. Despite all the changes, we had a successful and very positive OFSTED inspection in December 2023. The new school senior leadership team is working well together to continue to drive the school forward, challenged and supported by the governing body through our meetings and through our visits to school.

## **7 Meetings**

The full governing body meets five times a year, and each of the four main committees meets four times a year. The Pay Committee meets once a year in October/ November. Other committees meet as and when required.

## **8 Other information**

The following additional governance information is publicly available on the school website:

- [Governing Body Code of Conduct](#)
- [Governing Body Register of Interests](#)
- [Governor Pen Portraits](#)
- [Governing Body Committee Structure](#)
- [Full Governing Body & Committee Minutes](#)

**Andrew Ross**  
**Chair of Governors**  
**September 2024**