



Devonshire Primary School

2021-2022 School Year

Annual Report by the Governing Body

Statement by the Chair

1. On behalf of the Devonshire Primary School Governing Body, I am pleased to present our Annual Report for 2021 - 2022. Although this covers the period of my predecessor, Chris Eley, it has been completed in the Autumn term 2022 after the Full Governing Body agreed in June 2022 that it would be a helpful development in keeping the school community aware of the work that the governors do to support the school¹.
2. We returned in September 2021 to an almost normal school year, however, one with the lingering risk of Covid related pressures and challenges which once more the school successfully managed and worked through. As a Governing Body we were able to start having more of our meetings in person during the course of the year but continued to make use of the benefits of hybrid (both in person and video call) working to enable us to best support the school's needs whilst keeping health and safety as a top priority.
3. We welcomed 3 new Governors - one Co-opted (Anne Arnold) and two Parent Governors (Jenny Brooks and Umair Ahsan) in Autumn 2022, as well as a new School Business Manager (Sherie Mackinlay) as an Associate Member. Their enthusiasm and commitment, alongside that of the existing governors, continues to be much appreciated and enabled us to initiate a review of how best we could target our Link Governor roles more strategically. We also sought to make our Committee structure as effective and efficient as possible, alongside maintaining our regular activities including oversight of school safeguarding and financial management.
4. This report is not meant to provide a comprehensive list of all our activities across the year but some highlights to draw out include, that, by July 2022 we had:
 - Finalised a clear and prioritised set of Link Governor roles that enable all governors to make best use of their skills and interests to support our core functions and priorities as determined by our 3 year strategic objectives and

¹ Devonshire is a Local Authority maintained school and as such is not required to produce an annual report, however, the School Governance Regulations 2013 suggest that *"It is good practice for the board to publish an annual governance statement (as academy trusts are required to do through the Accounts Direction) to explain how it has fulfilled its responsibilities – particularly in relation to its core functions, including: • the governance arrangements that are in place, including the remit of any committees; • the attendance record of individual governors at board and committee meetings; and • an assessment of the effectiveness and impact of the board and any committees with details of any particular challenges that have arisen."*

School Development Plan (SDP). This helps us in particular with holding school leaders to account and monitoring progress against the SDP objectives.

- Begun a refresh of our School Vision and Values to ensure that they are as clear and helpful to the whole school community as possible. The annual parent, staff and children surveys in June 2022 contributed to this work.
 - Continued to monitor the school's development of a new Devonshire Curriculum and also arrangements for use of Covid related catch up funding to target and support children's progress and attainment in core curriculum areas.
 - Separated our Finance and Premises Committees to help improve the oversight arrangements.
 - Continued to actively support the School Business Manager with setting the school's annual budget and balancing the ongoing financial challenges that Devonshire faces due to high resourcing and energy costs, whilst also delivering high quality learning to children and a safe and supportive environment for everyone. This work included agreeing priorities for the capital budget for premises and equipment improvements.
 - Completed a helpful 'Understanding Ofsted Inspections' training session as a Full Governing Body, ahead of the new Ofsted Handbook coming into force to improve our understanding of requirements.
 - Attended and supported school staff at family workshops and coffee mornings for the school community, as well as supported the revitalised Parent Staff Association, for example, at the school Summer Fayre.
 - Supported the Senior Leadership Team in both discussions with the Local Authority about the need for additional school places in the borough from September 2022, and then implementing the outcome of a new bulge class for our Year 2.
 - Successfully moved our management of administration for the Governing Body online to 'Governor Hub' to improve our efficiency.
5. At the end of the school year we said goodbye to two of our more experienced governors - Simon Doubell (Co-opted) and Charlie Cutler (Parent Governor) - due to changes in their personal circumstances. We are grateful for all their contributions over the years.
6. We must also thank Miss Oastler as Headteacher, the whole Senior Leadership Team and staff body at Devonshire and of course the children for everything they do in and for the school community; Devonshire is very much a community and being a governor as one part of it and contributing to make it the best possible place to learn and work is very rewarding. We look forward to seizing the opportunities and celebrating the successes ahead of us as we go into another school year!
7. The remainder of this Report provides information on our Full Governing Body membership and an overview of our Committee structure. We will be publishing this report on the school website, as we update the Governing Body section this term, as well as providing a link to it in a Devonshire Dispatch.
8. Looking forward this academic year (2022-23) some of our current priorities include:
- filling our current vacancies to strengthen our collaborative working;
 - implementing our new strategic approach to Link Governors (as 'critical friends') to focus on key areas of activity linked to our School Development Plan and 3 year objectives;

- finalising the refreshed Vision and Values statement and publishing it;
- making the most of more opportunities to get into school and see in person all the hard work everyone does and the impact of it;
- supporting the School Business Manager as we plan for financial stability (as much as we can) and overseeing efficient and effective management of school resources;
- ensuring that Devonshire is well placed to succeed in the changing statutory environment.

Amongst all of this we will continue to have a focus on child and staff wellbeing and we also hope, via an increased focus on our engagement and communications, to do more to celebrate the successes within the school community and improve the understanding of what the Governing Body does.

9. If you have any questions about the work of the Governing Body or feedback on information that you would like to see in this annual report going forward, please do reach out to me or any of the governors via the school office - office@devonshire.sutton.sch.uk (please mark it for the attention of Chair of Governors or Governing Body).

Emma Lavery

Chair of Governors², on behalf of the Governing Body.

November 2022

² This report refers to 2021/22 but, as I mentioned, Chris Eley, my predecessor as Chair, retired earlier this academic year and it would be right to take this opportunity to thank him for all his hard work and support for the school over the many years that he was a Devonshire governor.

The Governing Body - Who We Are - 2021-2022 School Year

The Devonshire Primary School Instrument of Government signed by the Local Authority in 2015 states that the governing body shall consist of:

- a. Five parent governors
- b. One Local Authority Governor
- c. One staff governor
- d. One Headteacher
- e. Five Co-opted governors.

Chair of Governors: Chris Eley
Vice-Chair: Charleen Cutler
Clerk to the Governing Body: Lynn Atkins

Total number of governors permitted is **thirteen**.

Governor's Full Name	Category of Governor	Appointed by	Terms of Office From	Terms of Office To/ Date stepped down if appropriate
Mr Umair Ahsan	Parent	Parents	20/9/2021	19/9/2025
Mrs Anne Arnold	Co-opted	Governing Body	16/11/2021	15/11/2025
Mrs Jennifer Brooks	Parent	Parents	20/9/2021	19/9/2025
Ms Charleen Cutler	Parent	Parents	06/07/2019	30/06/2022
Mr Simon Doubell	Co-opted	Governing Body	26/06/2018	25/06/2022
Mr Chris Eley	Local Authority	Governing Body	01/09/2018	31/08/2022
Mrs Gillian Griffin	Co-opted	Governing Body	01/04/2019	31/03/2023
Mrs Emma Lavery*	Parent	Parents	12/11/2018	11/11/2022
Dr Amin Mirza	Parent	Parents	06/07/2019	05/07/2023
Miss Fiona Oastler	Headteacher	Governing Body	01/09/2017	Ex Officio
Miss Trudy Sumner	Staff Governor	Governing Body	8/2/2021	7/2/2025

Associate Members - three Assistant Headteachers, the School Business Manager and the School Site Manager (Premises Committee only).

** appointed as a Co-opted Governor for 4 years, from the end of appointment as a Parent Governor, and as Chair of the Governing Body for 2022-23.*























































Governors' Committee Structure 2021-22

Our main Committees were Curriculum, Finance & Premises and Personnel, supplemented by the Pay and Headteacher Appraisal Committees, as well as various ad hoc working groups, committees or panels on a specific issue as required (for example, Pupil Exclusion).

Membership of the main Committees is provided in the table below.

Name of Governor	Committee Membership
Mr Umair Ahsan	Finance & Premises, Curriculum.
Mrs Anne Arnold	Finance & Premises, Personnel.
Mrs Jenny Brooks	Finance & Premises, Curriculum.
Ms Charleen Cutler - Vice Chair FGB	Finance & Premises, Personnel, Pay, Headteacher Appraisal, Curriculum (Chair).
Mr Simon Doubell	Curriculum (Vice Chair).
Mr Chris Eley - Chair FGB	Finance & Premises (Chair), Personnel (Chair) Pay (Chair), Headteacher Appraisal (Chair), Curriculum.
Mrs Gillian Griffin	Personnel, Pay, Headteacher Appraisal, Curriculum.
Mrs Emma Lavery	Finance & Premises (Vice Chair), Curriculum.
Dr Amin Mirza	Finance & Premises, Curriculum.
Miss Fiona Oastler	All
Miss Trudy Sumner	Finance & Premises, Curriculum.

Governor meeting attendance information 2021-22

Key Y Present A Absent, apologies accepted  Not a member of committee * Not a Governor at this time		Full Governing Body	Premises & Finance Committee	Curriculum Committee	Full Governing Body	Personnel Committee	Finance & Premises Committee	Personnel Committee	Curriculum Committee	Full Governing Body	Premises Committee	Finance Committee	Curriculum Committee	Full Governing Body	Personnel Committee
Governor	Governor Type	20-Sep-21	19-Oct-21	08-Nov-21	16-Nov-21	18-Nov-21	09-Feb-22	22-Feb-22	01-Mar-22	08-Mar-22	24-May-22	24-May-22	14-Jun-22	21-Jun-22	30-Jun-22
Umair Ahsan	Parent governor	Y	A	Y	Y		A		Y	Y	A	A	A	Y	
Anne Arnold	Co-opted governor	*	Y	A	Y		Y	Y		Y	Y	Y		Y	Y
Lynn Atkins	Clerk	Y	Y	Y	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y
Jenny Brooks	Parent governor	Y	Y	Y	Y		Y		Y	Y	A	A	Y	Y	
Charleen Cutler	Parent governor	Y	Y	Y	A	A	A	A	Y	Y	A	A	A	A	A
Simon Doubell	Co-opted governor	Y		Y	Y				Y	Y			Y	Y	
Mr Chris Eley	Local Authority governor	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Gillian Griffin	Co-opted governor	Y		A	Y	Y		Y	Y	Y			A	Y	Y
Paula Harrison	Associate Member	Y		Y	Y				Y	Y			Y	Y	
Emma Lavery	Parent governor	Y	Y	Y	Y		Y		A	Y	Y	Y	Y	Y	
Laura Love	Associate Member	Y		Y	Y				Y	Y			Y	Y	
Sherie Mackinlay	Associate Member	Y	Y		Y	Y	Y	Y		Y	Y	Y		Y	Y
Amin Mirza	Parent governor	A	Y	Y	A		Y		Y	Y	Y	Y	A	Y	
Fiona Oastler	Headteacher	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Bethan Scrivens	Associate Member	Y		Y	Y				Y	Y			Y	Y	
Trudy Sumner	Staff governor	Y	Y	Y	Y		Y		Y	Y	Y	Y	A	Y	