

Mayflower Primary School

Governance Statement

The Governing Body, in consultation with the Head Teacher, oversee the strategic management of the school. Operational management is delegated to the Head Teacher, who remains accountable to the Governing Body at all times. The normal term of office for any governor is 4-years, and they can be drawn from the following stakeholder groups:

- Parents
- Teachers (staff)
- Local Authority
- Local community
- People with specific skills e.g. finance, law, personal, and finance

The Governing Body will meet twice per term, as follows:

- Full Governing Body to attend to strategic management priorities
- School-based meeting, led by the Head Teacher (training, development and any outstanding committee business)

Committee meetings are also held, in-line with requirements. The strategic plan necessitates termly monitoring, and each committee has a responsibility to oversee specific aspects of the annual School Improvement Plan, through the Key Milestones published therein. Since the beginning of the academic year 2020-2021, the Governing Body decided that the Chair and Vice Chair should be invited to serve for a continuous period of 4-years. The Chair and Vice Chair are as follows:

- Chair: Mr. K. Bhogaita (Co-opted Governor)
- Vice Chair: Mr. Imtiaz Patel (Parent Governor)

The Clerk to the Governing Body is:

- Ms. Sofia Desai

Contact details for the Clerk to the Governing Body are as follows:

- 0116 2737504 / office@mayflower.leicester.sch.uk

For the academic year 2022-2023, the Governing Body is as follows:

Governor	Designation	Elected	Term Ends
Mr. K. Bhogaita	Co-opted Governor	06.07.22	05.07.2026
Mr. Imtiaz Patel (Vice Chair)	Parent Governor	21.09.2022	20.09.2022
Mr. Z. Adam	Local Education Authority	24.11.2021	23.11.2025
Mr. L. Whitney (Head Teacher)	Staff Governor	N/A	N/A
Mrs. H. McKenley-Ballantyne (Teaching)	Staff Governor	06.07.2022	05.07.2026
Mrs. S. Ismail	Co-opted Governor	23.11.2022	22.11.2026
Mr. R. Khan	Co-opted Governor	28.09.2021	27.09.2025
Mr. A. Salleh	Parent Governor	23.11.2022	22.11.2026
Mr. Imran Patel	Co-opted Governor	23.11.2022	22.11.2026
Mrs. Sue Wright	Co-opted Governor	01.09.2019	01.09.2023
Mrs. A. Meah	Parent Governor	23.11.2022	22.11.2026

Our Instrument of Government was revised on 06.07.2022, and comes into effect from 23.11.2022. The change related to the co-option of 1 additional governor.

Declarations of interest are gathered at the beginning of each meeting, and also via an annual return. These are retained by the Clerk to the Governing Body, and are available for inspection, on request. For the current academic year, we can confirm that no governors are related to each other.

The following committees have been established:

- Appeals
- Complaints from Parents
- Performance Management
- Pupil Discipline
- Staff Discipline and Grievance
- Staff Dismissal

It is intended that these committees will meet as and when required.

The following Governor Working Groups have also been established, to ensure that strategic management priorities can be actioned and evidenced:

- Behaviour, Health and Safety, and Attendance
- Curriculum
- Finance and Personnel
- Leadership and Management

The Finance and Personnel Working Group sets the school budget once funding has been allocated by the Local Authority. This is done in consultation with the Head Teacher and Deputy Head Teacher. Meetings are scheduled throughout the year to closely monitor the school's expenditure.

The Curriculum Working Group engages with the school staff to ensure that pupils receive a balanced curriculum based on their individual needs and the requirements of the New Primary Curriculum. This year, special attention has been given to the RSE curriculum, and an additional Working Party has been set up for this designated purpose.

The Behaviour, Health and Safety and Attendance Working Group undertakes a termly Risk Assessment to identify and address issues for all users of the school building and grounds.