

Annual Governance Statement 2018-19

School Name	Marjory Kinnon School
School Address	Hatton Road, Bedfont, Middlesex, TW14 9QZ
Telephone number	0208 890 2032
Contact email address	office@marjorykinnon.hounslow.sch.uk
Website	www.marjorykinnonschool.co.uk

The governing body must be only contacted via the school details given above, which is the legal business address for the whole governing body.

Category of school	Community
DfE number	URN 102554
Ofsted grading and date of last inspection	Good – 30 April 2019

Name of Headteacher	Ms T Meredith
Name of Deputy Headteacher	Mr K Smith

Date of Annual Governance Statement	September 2019
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The core functions of the Governing Body

As defined by the Department for Education (DfE) in The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, the core functions of the Governing Body include:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Headteacher to account for the educational performance of the school and its pupils; and
- Ensuring the sound, proper and effective use of the school's financial resources.

In exercising their functions, the Governing Body shall:

- Act with integrity, objectivity and honesty and in the best interests of the school; and
- Be open about the decisions they make and the actions they take and in particular shall be prepared to explain their decisions and actions to interested parties.

Our Governing Body has a code of conduct which is reviewed and agreed annually. All Governors are obliged to abide by this code.

Legal constitution of the Governing Body

The Governing Body Constitution was reviewed on 20/10/16.

The Instrument of Government was reviewed on 08/08/18.

Category of Governor	Appointed or elected onto the governing body?
10 x Co-opted Governors	Appointed by the Governing Body
2 x Parent Governors	Elected onto the Governing Body by parents of pupils at the school
1 x Headteacher	Governor by virtue of employment by the school
1 x Staff Governor	Elected onto the Governing Body by all staff employed by the school
1 x Local Authority Governor	Nominated by the Local Authority (Hounslow Council), and appointed by the Governing Body
Total number of governors = 15	

Who volunteers on the school's Governing Body?

Category of Governor	Full Name	Term of Office
Co-Opted/Chair	Mr S Khan	2 years
Co-Opted/Vice-Chair	Mr A Wood	4 years
Headteacher	Ms T Meredith	-
Co-Opted	Mr P Dimon	4 years
Co-Opted	Mr D Harris	4 years
Co-Opted	Mr P Goulden	4 years
Co-Opted	Mr A Griffiths	4 years
Co-Opted	Dr S Krstic Anderson	4 years
Co-Opted	Mr M O'Brien	4 years
Local Authority	Mrs A Öztürk	4 years
Co-Opted	Ms N Salam	4 years
Staff	Mrs J Stacey	4 years
Parent	Mr C Shah	4 years
Parent	Vacancy	-
Co-opted	Vacancy	-

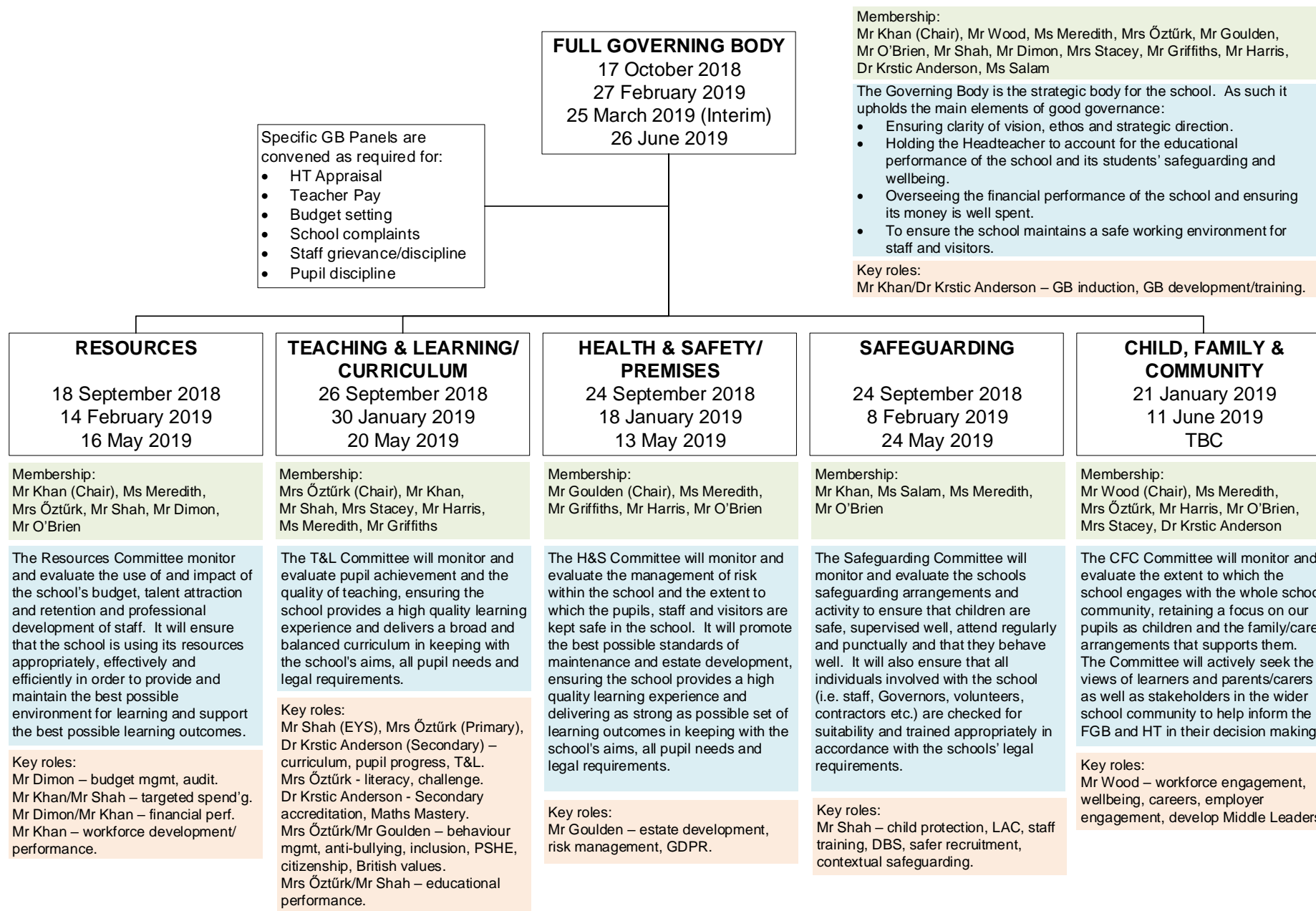
The Clerk to Governors is	Ms A Geraghty
The Chair of Governors is	Mr S Khan
The Vice-Chair of Governors is	Mr A Wood

Associate Members of the governing body are not governors but they are public volunteers, appointed by the governing body to support the ongoing work and duties of the governing body. The number of Associate Members is determined by the governing body.

Associate Members	Term of office	Voting rights at committee level
-	-	-
-	-	-

How the Governing Body delegates and distributes its duties

The Governing Body agreed to form the following committees. This structure is reviewed annually.



The Governing Body delegates some functions to Governors covering specific areas of school life. These Governors are known as Link Governors. MKS has the following Link Governors.

Area of responsibility	Named Governor
Child Protection / Looked After Children	Mr Khan
Special Educational Needs and Disability (SEND)	N/A
Health & Safety	Mr Goulden
Pupil Premium	Included in T&L Committee outcomes

Governing Body & Committee Meeting Attendance 2018-19

Governor Name	Full Governing Body - Dates & Attendance			
	Autumn 17-10-18	Spring 27-2-19	Extraordinary 25-3-19	Summer 26-6-19
Mr Khan	Attended	Attended	Attended	Attended
Mr Wood	Attended	Attended	Apology given/ accepted	Attended
Ms Meredith	Attended	Attended	Attended	Attended
Mr Dimon	Attended	Apology given/ accepted	Part- attendance	Attended
Mr Harris	Joined 27-2-19	Attended	Attended	Attended
Mr Goulden	Attended	Attended	Attended	Attended
Mr Griffiths	Attended	Attended	Not required	Attended
Dr Krstic Anderson	Attended	Attended	Apology given/ accepted	Attended
Mrs Lock	Attended	Apology given/ accepted	Stepped Down 15-3-19	
Mr O'Brien	Attended	Attended	Attended	Apology given/ accepted
Mrs Öztürk	Attended	Attended	Attended	Attended
Ms Salam	Joined 27-2-19	Attended	Attended	Attended
Mr Shah	Attended	Attended	Attended	Attended
Mrs Stacey	Attended	Attended	Not required	Attended

Governor Name	Resources Committee - Dates & Attendance		
	Autumn 19-9-18	Spring 14-2-19	Summer 16-5-19
Mr Khan	Attended	Attended	Attended
Mr Wood	Apology given/ accepted	Stepped down (Resources Committee) 17-10-18	
Ms Meredith	Attended	Attended	Attended
Mr Dimon	Joined 14-2-19	Apology given/ accepted	Attended
Mr O'Brien	Attended	Attended	Attended
Mrs Öztürk	Apology given/ accepted	Attended	Attended
Mr Shah	Attended	Attended	Apology given/ accepted

Governor Name	H&S/Premises Committee - Dates & Attendance		
	Autumn 24-9-18	Spring 18-1-19	Summer 13-5-19
Mr Goulden	Attended	Attended	Attended
Mr Griffiths	Joined 18-1-19	Attended	Attended
Mr Khan	Attended	Safeguarding separated from H&S 8-2-19.	
Mrs Lock	Part-attendance		
Ms Meredith	Attended	Attended	Attended
Mr O'Brien	Attended	Attended	Attended
M Salam	Joined 13-5-19		Attended

Governor Name	Safeguarding Committee - Dates & Attendance		
	Autumn 24-9-18	Spring 8-2-19	Summer 24-5-19
Mr Khan	Safeguarding included in H&S/Premises Committee on 24-9-18	Attended	Attended
Mrs Lock		Apology given/accepted	Stepped Down 15-3-19
Ms Meredith		Attended	Apology given/accepted
Mr O'Brien		Attended	Apology given/accepted
Ms Salam		Joined 24-5-19	Attended

Governor Name	Learning & Teaching Committee - Dates & Attendance		
	Autumn 26-9-18	Spring 30-1-19	Summer 20-5-19
Mrs Öztürk	Attended	Attended	Attended
Mr Griffiths	Joined 30-1-19	Attended	Apology given/accepted
Mr Harris	Joined 20-5-19		Attended
Mr Khan	Apology given/accepted	Attended	Apology given/accepted
Dr Krstic Anderson	Joined 30-1-19	Attended	Attended
Ms Meredith	Attended	Attended	Attended
Mr Shah	Attended	Attended	Attended
Mrs Stacey	Attended	Attended	Attended

Governor Name	Child, Family & Community Committee - Dates & Attendance		
	CFC Committee established. First meeting held on 21-1-19	Spring 21-1-19	Summer 7-6-19
Mr Wood		Attended	Attended
Mr Harris		Joined 11-6-19	Apology given/accepted
Mr Khan		Attended	Stepped Down (CFC) 21-1-19
Dr Krstic Anderson		Attended	Apology given/accepted
Mrs Lock		Apology given/accepted	Stepped Down 15-3-19
Ms Meredith		Attended	Attended
Mr O'Brien		Attended	Attended
Mrs Öztürk		Attended	Attended
Mrs Stacey		Apology given/accepted	Attended

Find out more about our school...

- Link to Ofsted report <http://www.ofsted.gov.uk/inspection-reports/find-inspection-report>
- Our school's Ofsted data dashboard can be found at <http://dashboard.ofsted.gov.uk/>
- Link to school's Pupil Premium and PE/Sports Premium information on the school's website <http://www.marjorykinnonschool.co.uk/funding-premiums.html>
- Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour. <https://parentview.ofsted.gov.uk/>

Governing Body Register of Interests

This register sets out any relevant business interests; details of any other educational establishments governed; and any relationship details between Governors and members of staff (including spouses, partners and relatives).

Full Name	Governor Category	Declarations of Members' Interests
Mr P Dimon	Co-Opted	Mentor/Advisor at another educational organisation.
Mr P Goulden	Co-Opted	Governor at another educational establishment.
Mr A Griffiths	Co-Opted	Member of MKS staff.
Mr D Harris	Co-Opted	No relevant business or pecuniary interests.
Mr S Khan	Co-Opted	Personal connection to a member of MKS staff.
Dr Krstic Anderson	Co-Opted	Employee at another educational establishment.
Mrs C Lock	Parent	No relevant business or pecuniary interests.
Ms T Meredith	Headteacher	Member of MKS staff.
Mr M O'Brien	Co-Opted	Member of MKS staff. Company Director. DfE/ESFA Consultant.
Mrs A Öztürk	Co-Opted	Trustee at another educational organisation.
Ms N Salam	Co-Opted	No relevant business or pecuniary interests.
Mr C Shah	Parent	No relevant business or pecuniary interests.
Mrs J Stacey	Staff	Member of MKS staff.
Mr A Wood	Co-Opted	No relevant business or pecuniary interests.

Each Governor has declared their interests as given above in writing to the Governing Body.

Date September 2019

Planned review date September 2020