



The Highgate Infant school Academy Stakeholder Committee Annual Report July 2023

Following the review(Jan 2023) of the Scheme of Delegation by the Trustees of Unity Education Trust, the core responsibilities of Academy Stakeholder Committees are identified as follows:

implementing and monitoring arrangements to ensure:

- that pupils are listened to, feel safe in the school and are successful learners
- that parents and carers are kept informed about their child's progress and that any concerns they have are listened and responded to
- that effective arrangements are in place for staff wellbeing
- that there is regular communication with parents and the wider community
- that examples of the activities of the school and the ASC are provided to the Trust for its termly newsletter to all stakeholders



ASC membership and meetings	<p>The Highgate Infant school ASC currently has 5 members comprising:-</p> <p>Headteacher: Cheryl Kirby co-opted governors: David Marien staff governors: Victoria Rogers parent governors: Trudy Newton & Lisa Groves and supported by the clerk: Jane hill</p> <p>There is currently a vacancy for a 1 parent governor as we wish to increase the parent numbers to try and reflect the fact that the parents should be the main stakeholder in the ASC.</p> <p>There is a chair of governors (David Marien) and a vice-chair of governors (Cheryl Kirby) .</p> <p>Only hearings or appeals are delegated to sub-committees.</p>
Attendance record of governors	<p>Highgate Infant school ASC came into being In April 2023: and has met 1 times since.</p> <p>See our school website for a list of Governors, and Governors' attendance at meetings https://highgateinfant.uk/governors/</p>



<p>The work that we have done in our Academy Stakeholder Committee</p>	<p>Overall, the ASC has fulfilled its duties admirably by prioritizing effective communication, transparency, accountability, and community engagement. Through our collective efforts, we have strived to create an inclusive and nurturing environment where every student can thrive academically, socially, and emotionally.</p> <p>Since being established in April 2023 the ASC has carried out the following events in its commitment to engage in stakeholders</p> <p>In June 2023 the school had a sports day that activity encourages all parents and guardians of the Children to attend in the sports field behind the school. The event was well attended.</p> <p>In July the school also had an end of year fair. At the fair there was the usual fundraising events organized by the PTA and staff. £400 pounds was raised by raffles etc. prizes were donated from Prezzo, Van Pelts, forest school, football clubs, the cinema, Corn Exchange and more. Local stakeholders by activity inviting local stakeholders in the community. and among these that attended was the St Johns's Ambulance, the Library, the local housing association and the Purfleet Trust Pantry. This event was also in the local newspaper. https://www.lynnnews.co.uk/news/infant-school-celebrates-end-of-year-with-summer-fair-9322406/</p> <p>In October 2023 James Wild (Conservative MP for Kings Lynn and West Norfolk) visited the school and this was in the local newspaper https://www.jameswild.org.uk/news/james-wild-mp-visits-highgate-infant-school</p> <p>To consider the local stakeholders the school has actively carried out questionnaire for both pupils at the school and the parents. The intention is to repeat these terms</p> <p>The ASC were immensely proud of the following since establishing the ASC</p> <ol style="list-style-type: none"> 1. Retention of governors and succession planning for Chair we have increased our governor ratios since establishing the ASC 2. High levels of attendance, of Governors at meetings to date 3. High number of parent attendance at both the sport day and end of year fair 4. Large community stakeholder involvement at the School Fair
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	Minutes of all ASC meetings can be requested from the school office once they have been signed off.
Future plans for our ASC	<ul style="list-style-type: none"> · We are actively trying to recruit at least 1 more parent governor to the ASC and would also like another staff governor to ensure further success of the ASC · We plan to continue engage with parents with school parent surveys. · We plan to continue engage with pupils with school parent surveys. · The school as recently entered into local sports event and competition with local school for 2024.
How you can contact the ASC	We always welcome suggestions, feedback and ideas from parents and other stakeholders – please contact the Clerk to the Governors, Jane Hill jhill@unityeducationtrust.uk or the Headteacher, Cheryl Kirby Head@hig.unity-ed.uk , via the School office or via details on school's website.



Name	Attendance 2022-23
Glyn Hambling (CEO Unity Education trust)	1 out of 4 11/10/22
Sandra Clements Co-opted Governor (Now retired)	1 out of 1 11/10/22
Lisa Groves Co-opted Governor	3 out of 4 11/10/22 , 10/02/23, 30/03/23
Cheryl Kirby (Head of School)	4 out of 4 11/10/22 , 10/02/23, 30/03/23, 29/06/23
David Marien Co-opted Governor (Chair)	4 out of 4 11/10/22 , 10/02/23, 30/03/23, 29/06/23
Trudy Newton Parent Governor (joined Summer 2023)	0 out of 1
Robyn Press Co-opted Governor (Vice Chair)	3 out of 4 11/10/22 , 10/02/23, 30/03/23
Jonathan Walwyn Parent Governor (joined Spring 2023)	2 out of 2 30/03/23, 29/06/23