Our Lady's R.C. Primary School

ANNUAL GOVERNANCE REPORT FOR THE GOVERNING BOARD OF OUR LADY'S RC PRIMARY SCHOOL

School Year 2025-2026

ROLE OF THE GOVERNING BOARD

The role of the governing board in a local authority maintained school is set out in education law, namely to 'conduct the school with a view to promoting high standards of educational achievement'. The board also has a legal responsibility to promote pupil wellbeing. It does this by:

Setting the strategic direction

- Ensuring clarity of vision and ethos
- Engaging with stakeholders
- Making sure statutory duties are met.

Creating robust accountability

- Accountability for teaching, achievement, behaviour and safety
- Strengthening and supporting school leadership
- Performance managing the headteacher
- Contributing to school self-evaluation.

Ensuring financial probity

- Making sure the school's money is well spent
- Monitoring the use of the pupil premium and other resources to overcome barriers to learning.

CATHOLIC SCHOOLS INSPECTORATE Outstanding

Holly Road, Aspull, Wigan, WN2 1RU
Headteacher: Mr A Cregan
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GOVERNANCE ARRANGEMENTS

The governing board is made up as follows:

- **2 Parent Governors**
  - Vacancy – to be elected Autumn Term 26
  - Ben Leech – first appointed 30 September 2019
    term of office from 30 September 2023 to 29 September 2027

- **1 Headteacher**
  - Anthony Cregan – appointed June 2024

- **1 Staff Governor**
  - Beth Parkinson – first appointed 19 November 2018
    term of office from 19 November 2022 to 18 November 2026

- **7 Foundation Governors**
  - Father Kevin Foulkes (Ex-Officio)

  - Claire Massingham – first appointed 1 September 2016
    term of office from 1 September 2024 to 31 August 2028

  - Matthew Hothersall – first appointed 1 September 2016
    term of office 1 September 2024 to 31 August 2028

  - David Myers – first appointed 1 September 2016
    term of office 1 September 2024 to 31 August 2028

  - Philip Clarke – first appointed 17 April 2012
    term of office from 24 June 2024 to 23 June 2028

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- Helen Sulivan – first appointed 3 November 2021
  term of office from 20th November 2025- 20th November 2029

- Kathleen Tatlow – first appointed 4 October 2019
  term of office from 4 October 2023 to 3 October 2027

- **1 Local Authority Governor**
  - Philip Livesey – first appointed 18 March 2019

  term of office from 13 March 2023 to 12 March 2027

The full governing board meets four times per term. There is a business meeting at the start of the Autumn Term to review link governor roles and schedule monitoring visits. The school budget is reviewed and approved by the governors at the Resources Committee in April each year ready for the start of the financial year in May.

Governors have links to EYFS, Health & Safety and Climate as well as all curriculum areas and visit school regularly to meet pupils and staff. In addition, they monitor aspects of the curriculum or areas such assessment and safeguarding.

A list of Governors and the positions of responsibility in 2025-26 are listed below:

Claire Massingham – Chair of the Governing Board and Link Governor for Science, Maths and English.
Matthew Hothersall – Vice Chair of the Governing Board and Link Governor for Budget Monitoring and Attendance.
Emily Coffey – Link Governor for Child Protection/Safeguarding, Inclusion and Pupil Premium.
David Myers – Link Governor for Health and Safety
Philip Livesey – Link Governor for Curriculum & Assessment, Religious Education and Climate.
Ben Leech – Link Governor for ICT, School Website and Curriculum & Assessment.
Father Kevin Foulkes – Link Governor for Religious Education.
Philip Clarke – Link Governor for School Sport.
Kathleen Tatlow – EYFS and Design & Technology.
Helen Sullivan – Link Governor for English and SEND

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Governor Attendance

Y = Attended, N = Apologies Accepted, NA = Apologies not Accepted, NS = No Apologies sent, ? = Attendance Not Marked, Blank = Not Required,
CA = Consent for absence, - = Not applicable

Governor	Governor Type	Business FGB 29 Sep 2025	Autumn FGB 17 Nov 2025	Spring FGB 16 Mar 2026	Resources Committee 27 Apr 2026	Summer FGB 29 Jun 2026
Mr Philip Clarke	Foundation governor	Y	Y	Y	N	N
Anthony Cregan	Headteacher	Y	Y	Y	Y	Y
Fr Kevin Foulkes	Foundation governor	Y	N	N		N
Matthew Hothersall	Foundation governor	Y	Y	Y	Y	Y
Mr Ben Leech	Parent governor	N	Y	Y		Y
Philip Livesey	Local Authority Governor	Y	Y	Y		Y
Mrs Claire Massingham	Foundation governor	Y	N	Y	N	Y
Mr David Myers	Foundation governor	Y	Y	Y	N	Y
Mrs Beth Parkinson	Staff governor	Y	Y	Y	Y	Y
Helen Sullivan	Foundation governor	Y	Y	Y		Y
Mrs Kathleen Tatlow	Foundation governor	Y	Y	Y		Y

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Governor Training

Philip Clarke

Cyber security for governors/trustees	7 Jul 2025
UK GDPR and data protection for governance	28 Apr 2025
Essential Safeguarding for Governors and Trustees	17 Oct 2024
Headteacher's Performance Management (Maintained Schools)	27 Sep 2023
Safeguarding Level 2 (Maintained Schools and Academies)	20 Oct 2022
Headteacher Performance Management	7 Sep 2021
Headteacher Performance Management	18 Sep 2018
Education Business Intelligence Unit (EBIU) - Performance Data Part 2	11 Dec 2017

Matthew Hothersall

Finance for Academies	1 Jul 2026
Safeguarding in Athletics	24 Apr 2025
Refresher for experienced Governors (Maintained Schools and Academies)	13 Jul 2023
Safeguarding Level 2 (Maintained Schools and Academies)	20 Oct 2022
Safeguarding Briefing (Maintained Schools and Academies)	4 Feb 2021
Responding to School Complaints (Maintained Schools and Academies)	21 Jan 2021
Pupil Premium and Catch Up Funding	5 Jun 2019
Safeguarding for Governors and Trustees	5 Mar 2019
Wigan Governors' Forum (Maintained Schools and Academies)	16 Oct 2018

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New To Governance Part 3 of 3 : Understanding Your Roles & Responsibilities	30 Mar 2017
New To Governance Part 2 of 3 : Understanding Your Roles & Responsibilities	23 Mar 2017
New To Governance Part 1 of 3 : Understanding Your Roles & Responsibilities	16 Mar 2017
An Introduction into School Budgets and Financial Planning	26 Jan 2017
Link Meeting	22 Nov 2016

Ben Leech

Safeguarding Briefing (Maintained Schools and Academies)	4 Oct 2022
Wigan Governors' Conference 2020	7 Mar 2020

Philip Livesey

Headteacher's Performance Management (Maintained Schools)	15 Sep 2026
Effective Monitoring Visits (Maintained Schools and Academies)	14 May 2026
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	30 Apr 2026
Intro to Climate Ambassadors and climate action planning for Wigan governors	19 Mar 2025
Wigan Governors' Forum (Maintained Schools and Academies)	26 Feb 2025
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	28 Nov 2024
Wigan Governors' Forum (Maintained Schools and Academies)	6 Nov 2024
Essential Safeguarding for Governors and Trustees	17 Oct 2024
Inspection Data Summary Report (IDSR) – Primary, Secondary & Special Schools	29 Nov 2023
Understanding Education Data for Governors	16 Nov 2023
Wigan Governors' Forum (Maintained Schools and Academies)	1 Mar 2023

Effective Monitoring Visits (Maintained Schools and Academies)	23 Nov 2022
Safeguarding Level 2 (Maintained Schools and Academies)	20 Oct 2022
Safeguarding Briefing (Maintained Schools and Academies)	4 Oct 2022
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	25 Jan 2022
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	12 Oct 2021
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	28 Jan 2021
Wellbeing for Education Return - Whole System Approach to Recovery	1 Dec 2020
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	12 Oct 2020
Introduction to School Budgets (Maintained Schools and Academies)	3 Mar 2020
Local Authority Officers Briefings to Governors and Trustees	23 Sep 2019

Claire Massingham

Improving Governing Boards – Self Evaluation	21 Jan 2026
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	27 Nov 2025
Wigan Governors' Forum (Maintained Schools and Academies)	12 Nov 2025
Chair/Vice Chair Forum (Maintained Schools and Academies)	22 Jan 2025
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	28 Nov 2024
Improving Governing Boards – Self Evaluation	28 Nov 2024
Wigan Governors' Forum (Maintained Schools and Academies)	6 Nov 2024
Essential safeguarding for Governors NGLA	19 Oct 2024
Chair/Vice Chair Forum (Maintained Schools and Academies)	25 Jan 2023

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Safeguarding Level 2 (Maintained Schools and Academies)	20 Oct 2022
Wigan Governors' Conference (Maintained Schools and Academies)	8 Oct 2022
Chair/Vice Chair Forum (Maintained Schools and Academies)	5 Oct 2022
Chair / Vice Chair Forum - including Ofsted Governors' Briefing Session (Ofsted Briefing open to all governors)	10 Mar 2022
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	12 Oct 2021
Safeguarding for Governors and Trustees Part 2	22 Jun 2021
Safeguarding for Governors and Trustees Part 1	8 Jun 2021
Chairs' Forum	20 May 2021
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	13 May 2021
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	28 Jan 2021
Local Authority Officers Briefing to Governors and Trustees (Maintained Schools and Academies)	12 Oct 2020
Chairs' Forum	29 Jun 2020
Link Meeting	4 Mar 2020
Effective Questioning and Challenge	26 Feb 2020
Local Authority Officers Briefings Governors and Trustees	29 Jan 2020
Responding to School Complaints (Maintained Schools and Academies)	27 Jan 2020
Taking the Chair - Part 2	27 Nov 2019
Taking the Chair - Part 1	20 Nov 2019
Safer Recruitment	17 Oct 2019

David Myers

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Health and Safety Responsibilities for School Governors Session (Maintained Schools & Academies)	4 Jul 2024
Safeguarding Level 2 (Maintained Schools and Academies)	1 Mar 2023
Safeguarding Briefing (Maintained Schools and Academies)	9 Jan 2023
Safeguarding for Governors and Trustees Part 2	22 Jun 2021
Safeguarding forGovernors and Trustees Part 1	8 Jun 2021
Headteacher Performance Management	13 Oct 2020
Performance Management Reviewers	27 Sep 2016

Beth Parkinson

Safeguarding Training - In School	5 Sep 2022

Helen Sullivan

Safeguarding for governance (refresher) 2025/26	28 Sep 2025
Safeguarding Level 2 (Maintained Schools and Academies)	20 Oct 2022
Safeguarding Briefing (Maintained Schools and Academies)	4 Oct 2022
New to Governance (Maintained Schools and Academies) – Part 2	16 Mar 2022
Introduction to SEND (Maintained Schools and Academies)	10 Mar 2022
New to Governance (Maintained Schools and Academies) – Part 1	26 Jan 2022

Kathleen Tatlow

Health and Safety Responsibilities for School Governors Session (Maintained Schools & Academies)	22 Sep 2026
Essential safeguarding for governors and trustees	27 Sep 2024
Governance Formation Programme Module 4 Diocese of Salford	4 Jun 2024

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Governance Formation Programme Module 3 Diocese of Salford	23 Mar 2024
Governance Formation Programme Module 2 Diocese of Salford	2 Mar 2024
Governance Formation Programme Module 1 Diocese of Salford	13 Jan 2024
Safeguarding Level 2 (Maintained Schools and Academies)	20 Oct 2022
Safeguarding for Governors and Trustees	2 Nov 2021
Early Years Foundation Stage (Maintained Schools and Academies) – Part 2	29 Jun 2021
Early Years Foundation Stage (Maintained Schools and Academies) – Part 1	22 Jun 2021

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Assessment and Impact of Governing Body During the 2025-26 school Year

Catholic Life and Mission of the school

- Governors have monitored and taken part in an extensive calendar of events throughout the year. These have all a been purposeful and chosen to enhance learning and make a positive difference to pupils and enable them to develop spiritually, morally, socially and culturally.
- They have included establishing an Our Lady's Donation Station, CAFOD enterprise and visits to Church and Multi-faith places of worship. Governors regularly attend worship in school.
- Governors have also monitored the introduction of the new Diocesan Scheme Ten Ten along with the link Governor visiting the school and having discussions with the RE co-ordinator.
- Father Foulkes, our Parish Priest has, along with the Parish Catechist, Link Governor and RE co-ordinator, developed a very extensive programme to take children and parents on their Sacramental journey.

The Quality of Education

Link Governors have regularly visited the school and have had discussions with the relevant coordinators. In these meetings Governors have had the opportunity to see children's books, discuss how the subject has been taught, look at planning documents, ask how different children's needs are being met and to look at displays. They have also had the opportunity to ask staff about their workload and help identify needs have been for further developments of their subject.

- **The personal development of our children**

Governors have been made very aware of the positive impact of the 'Positive Pod'. It has benefited many children and parents this year.

On visits to school Governors have reported on the very positive attitude in school and in particular the strong relationships between staff and pupils. Governors have

attended Mass and Assemblies in school where they have noted that the Spiritual development of the pupils is very strong.

- **Behaviour and Attitudes**

  Walking around school the atmosphere is very conducive to learning. Governors have feedback from visitors about how well behaved the children are.

  The headteacher has regularly reported on attendance at Governor meetings and any concerns are discussed.

- **Standards**

The Standards Committee meet with the Senior Leadership team when all data has been finalised, usually in October. This is an intense meeting where leaders are held to account for the progress of all children. We compare our school with local and national data and questions are asked over progress.

At the end of this academic year KS2 results are in the top 20% and all other statutory testing showing above average achievement.

Resources

The Resources Committee meets at the end of the financial year. We are very grateful to Mr. Bithell who presents very detailed reports and benchmarks our data against similar schools, so we can see if we are spending wisely. Reports are also presented termly to full Governors on our financial situation throughout the year. An example of the work being covered this year has been the development of the new Reception outdoor area.

Safeguarding

Safeguarding is a priority at every Governor's meeting. Our Safeguarding Governor has regularly visited school to ensure all safeguarding guidance is being followed. A new Safeguarding document has been issued, and all staff and Governors attended a training session on this. Our Safeguarding Governor for the academic year 2025/26 has now resigned and we thank her for her very diligent work. Governors will appoint a new governor to this vital role immediately.

Leadership and Management

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Governors have confidence in the strong Leadership Team that has developed in school. Governors have seen evidence that the Leadership Team are working together with a strong focus on the direction they have identified to take the school forward.

This year Governors were involved in the recruitment of teacher; a very rigorous interview programme was used to ensure we selected the best candidate for our school.

Another important role for Governors is in the Performance Management of the Headteacher where they are led by an external professional.

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FUTURE PLANS FOR CONTINUOUS IMPROVEMENT

To appoint a Parent Governor September 2026

To appoint a new Safeguarding governor.

To appoint a new Staff Governor October 2026

To ensure all Governors complete self-evaluation and identify training needs.

To look at a programme for succession planning.

To work with all staff to plan visits for link governors for the next academic year.

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