

Carlisle & Hampton Hill Federation

Federation Governing Board Annual Report to Parents July 2025

Introduction

This governance statement has been prepared and published by the Governing Board of The Carlisle and Hampton Hill Federation (hereafter referred to as the Governing Board) in compliance with our duty to report on the ways in which we have fulfilled our obligations and responsibilities relating to (i) our overarching duty to conduct the schools in accordance our core functions (which are explained below) during the 2024/25 academic year. The Carlisle & Hampton Hill Federation comprises Carlisle Infant School and Hampton Hill Junior School.

1. Our Governing Board September 2024 – August 2025:

Name	Type of Governor	Current term of office appointed	Current term of office expires
Zoe Brittain	Federation Headteacher	01/09/18	
Barbara Clifford	Co-opted Governor (Co-Chair of Governors)	12/09/22	11/09/26
Helen Cunningham	Parent Governor	08/02/23	07/02/27
Lisa Day	Co-opted Governor	13/03/25	12/03/29
Guy Elliott	Co-opted Governor	12/09/22	11/09/26
Danielle Fawcett	Associate Member (voting rights in committee only)	20/09/23	19/09/24
Margaret Hall	Co-opted Governor	14/05/25	13/05/29
Camilla Harvey-Jones	Staff Governor	01/11/22	12/02/25
Ali Hodder-Williams	Co-opted Governor	14/05/25	13/05/29
Deb Long	Local Authority Governor (Chair of Governors)	12/09/22	11/09/26
Marc Lowery	Head of School	01/09/24	31/08/24
Ros Morgan	Co-opted Governor	20/09/23	19/09/27
Casey Mouton	Co-opted Governor	22/03/23	21/03/27
James Olsen	Co-opted Governor	2/09/21	01/09/25
Jack Pannett	Co-opted Governor	12/09/22	25/02/25

Sarah Parker	Associate Member	13/03/25	12/03/26
Alka Soni	Co-opted Governor	20/09/23	13/03/25
Priya Sriskantharajah	Associate Member	20/09/24	31/08/24
Roisin Sullivan	Staff Governor	12/03/25	11/03/29
Emma Waight	Parent Governor	12/03/25	11/03/29
Dave Wells	Associate Member (voting rights in committee only)	20/09/23	19/09/24
Lorna Yates	Co-opted Governor	14/05/25	13/05/29

The governing board exists to make sure that the school runs effectively. It is a strategic role, and the governing board performance manages the Federation Headteacher who runs the Federation on a day-to-day basis.

The core functions of the governing board are:

- ensuring clarity of vision, ethos and strategic direction
- holding the executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff
- overseeing the financial performance of the organisation and making sure its money is well spent

2. Our Clerk to the Governing Board:

Petra Raccani is our clerk and she can be contacted at praccani1.318@lgflmail.org

3. Committee Membership 2024/25:

Achievement & Families Committee:	Finance & Premises Committee:	Pay & Personnel Committee:	Head Teachers Performance Management:
Zoe Brittain	Zoe Brittain	Zoe Brittain	Deb Long
Barbara Clifford (Vice chair)	Helen Cunningham	Barbara Clifford	James Olsen
Lisa Day	Guy Elliott (Chair)	Danielle Fawcett	Alka Soni
Camilla Harvey-Jones	Margaret Hall	Deb Long	
Ali Hodder-Williams	Danielle Fawcett	Marc Lowery	
Marc Lowery	Deb Long	James Olsen	
Ros Morgan (Chair)	Marc Lowery	Alka Soni	
Jack Pannett (Co-chair)	Casey Mouton	Priya Sriskantharajah	

Sarah Parker	Priya Sriskantharajah	Dave Wells	
Roisin Sullivan	Dave Wells	Lorna Yates	
Emma Waight			
Dave Wells			

The remit of each of our committees can be found on the federation website:

<https://www.carlisleandhamptonhillfed.richmond.sch.uk/governormeetings>

4. Linked Governors 2024/25:

Governor Name	Linked Area
SEND	Ros Morgan
Looked After Children & Safeguarding	Barbara Clifford & Deb Long
PPG	Casey Mouton
English	Lisa Day
Wellbeing	James Olsen
Behaviour, Attendance & Punctuality	Jack Pannett
Health & Safety	Priya Sriskantharajah & Helen Cunningham

Linked Governors have carried out monitoring visits with the lead member of staff in each school during the school year.

5. Attendance September 2024 – July 2025:

Name	Number of Committee Meetings attended:	Number of Board Meetings Attended:
Zoe Brittain	10/10	5/5
Barbara Clifford	6/6	5/5
Helen Cunningham	4/4	3/5
Lisa Day	2/3	5/5
Guy Elliott	4/4	5/5

Danielle Fawcett	7/7	5/5
Margaret Hall	1/1	2/2
Camilla Harvey-Jones	1/2	1/2
Ali Hodder-Williams	N/A	2/2
Deb Long	7/7	4/5
Marc Lowery	9/10	5/5
Ros Morgan	3/3	5/5
Casey Mouton	3/3	3/3
James Olsen	3/3	3/5
Jack Pannett	1/2	1/3
Sarah Parker	3/3	5/5
Alka Soni	2/2	2/3
Priya Sriskantharajah	4/7	N/A
Emma Waight	N/A	2/2
Dave Wells	9/10	4/5
Lorna Yates	N/A	2/2

6. **Progress towards Federation Development Plan Priorities 2024/25** - the following is just a summary of some of the key points but governors would also like to acknowledge in this statement the results achieved in the phonics screening and the year 6 SATs, and we send our congratulations to the staff and children for all that has been achieved across the federation this year:

I. To bring increased stability to all stakeholders during this period of change

- Governor monitoring of all key stakeholder groups via surveys
- Continued staff drop-ins
- Communications Strategy reviewed ready for relaunch in Sep 2025
- Key Staff contacts shared with parents
- Wellbeing strategy reviewed ready for Sep 25 relaunch

II. To ensure a coherent and well sequenced curriculum is aligned across the Federation, with an initial focus on English and mathematics

- Federation subject leaders working well together
- AfC Lead advisers for English & Maths supporting various aspects during the year
- Successful end of key stage data Summer 2024

- Vocabulary progression will continue to be a focus
- III. To ensure a consistent approach to high quality inclusive practice and provision across the federation.**
 - Federation SENDCos working together to improve alignment of practice for all children & families
 - Improved communication for SEND Support families
 - Parent engagement opportunities increased.
- IV. Ensure robust and effective safeguarding across the federation**
 - Review of safeguarding policies & practices to ensure effectiveness
 - Robust monitoring of safeguarding by LA adviser
 - Robust monitoring of Safeguarding by 2 link governors
 - Improved alignment in practice and training across the federation
 - Effective management of safeguarding concerns

7. Possible areas of focus for the coming year 2025/26:

1. Improving Teaching and Learning for Every Child

We are bringing our approach to teaching and learning together to use the same principles to teach and assess children's progress. We'll be using new 'FORCES' principles (Feedback, Oracy, Retrieval, Challenge, Equity, Sequencing) to help every child get the best from their lessons.

2. Growing Strong Leaders Across Our Schools

We want all our staff with leadership responsibilities to feel confident and supported so they can help make our federation even better for your children.

3. Making Behaviour Expectations Clear and Consistent

We're making sure that behaviour rules and routines are aligned and built upon across the federation. This means everyone – pupils, staff and families – will know exactly what's expected and how we support positive behaviour.

4. Celebrating Our Success and Community Spirit

We'll be sharing more about what our schools achieve and how we work with our community, so everyone knows about the great things happening across the federation.