ANNUAL GOVERNANCE STATEMENT
Meadow High School – academic year 2025-2026

The purpose of this document

The purpose of the Annual Governance Statement is to show all stakeholders of Meadow High School an overview of the purpose of the Governing Body in leadership of the school and document the activities the Governing Body has undertaken and the impact of these activities over each term. To avoid duplication, the school website provides further information on:

- the membership and biographies of the Governing Body
- Mission, vision and values
- Governing Body, committees and attendance at meetings
- Declarations of Interests (under statutory information)

Please click here for further information.

The core functions of the Governing Body

The core functions of all Governing Bodies , no matter what type of school or how many schools they govern, have three core functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

In exercising their functions, the Governing Body shall

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

The Governing Body has a Code of Conduct which is reviewed and agreed annually.

Legal constitution of the Governing Body (body)

Category of Governor	Appointed or elected to the Governing Body?
4 x Parent Governors	Elected by parents of pupils at the school
1 x Headteacher	Governor by virtue of employment by the school
1 x Staff Governor	Elected by all staff employed by the school
1 x Local Authority Governor	Nominated by the Local Authority (Hillingdon Council), and appointed by the Governing Body
5 x Co-opted Governors	Appointed by the Governing Body
Total number of governors = 12	

This Governing Body also has Associate Members who are not governors, but they are public volunteers. They are 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. Meadow currently has three.

The Governing Body has in place sub-committees (Achievement and Resources), with terms of reference reviewed annually and setting out roles and responsibilities. These are available upon request from the school.

Specific panels of the Governing Body are convened as required for: School Complaints, Staff Grievance and Discipline, Staff Contract Reviews, Pupil Discipline, Appeals The Governing Body delegated some specific functions to some governors covering specific areas of school life. These governors are known as Link Governors, with further details available upon request.

Governing Body effectiveness and impact – 2025/2026

Governance Pillar: Strategy

Summary Point	Action Taken	Impact / Difference Made
Agree a process for revisiting the school Vision and Strategic Objectives	Completed and published on the school website.	Clear and publicly accessible framework for strategic direction.
Agree how the Strategic Objectives will be monitored and reviewed	Deemed to be reviewed annually through the strategic planning cycle.	Clear process for testing whether priorities remain relevant and monitoring progress.
Use the annual skills audit to inform recruitment and training	Strengths and development needs identified which are informing Training priorities for 2026–27. Governors have been signposted to Governor Hub and local authority training. Governor appointed to consider future training needs	Aligns development with identified skills gaps and strengthens capacity for effective challenge and oversight. Led to whole GB training this year on all aspects of school finance

Hold an annual strategic planning session	An annual strategic planning session was incorporated into the governance work plan and resulted in a **Governor Development Plan**.	This provides a structured framework for training, induction, succession planning and ongoing development.
Engage an experienced clerk/governance professional and include compliance in their remit	An experienced clerk/governance professional has been in place since September 2025	Compliance within the remit has made oversight more robust
Produce an Annual Governance Statement to record the work of governors over the year and the difference they have made	This document is the action	It provides a clear record of contribution, impact and effectiveness, supporting accountability and reflection.
Consult Education Advisors on how best to measure pupil progress and attainment and report it to the board	Findings and a proposed approach presented to the Achievement Committee on 8 June 2026.	This has strengthened governors' understanding of how progress and attainment should be measured and reported, supporting effective challenge.
Introduce a rigorous governance self-evaluation system	The 2025 skills audit provided a baseline for evaluation. Governors also reviewed attendance and engagement as part of governance self-evaluation. Independent Governance audit reported in July 2025	Identified governance strengths and development needs, including the need to improve governor attendance and engagement. Implementation of audit recommendations underway
Develop a robust Succession Plan supported by a comprehensive induction package	New Chair and Vice Chair appointments for 2026–27. An induction process has also been introduced alongside future committee and leadership arrangements.	Strengthens leadership continuity and succession, while supporting governors to develop towards future leadership and committee roles.
Chair, Head and Clerk to fully prepare for all Full Governing Body meetings at least two weeks in advance	Meeting preparation is now part of the annual cycle. Agendas are normally agreed two weeks in advance with papers circulated a week before each meeting	This has improved preparation and ensured governors generally receive information in sufficient time.

Governance Pillar: Finance

Summary Point	Action Taken	Impact / Difference Made
Review financial oversight so that governors have the	The Resources Committee reviewed financial reporting	Provides a consistent set of financial information

right information, at the right time, and in a format they can understand. Ensure that governors are sufficiently trained and informed to be able to hold the school to account.	and agreed the current approach is working well. Governors agreed to use and interpret the finance team's reports rather than create alternative spreadsheets.	and enables governors to focus on understanding, questioning and challenging the school's financial position.
Review the Instrument of Governance and Standing Orders and ensure that they are adhered to	The current Instrument of Governance and Standing Orders were adopted in autumn 2025.	Provides a clear framework and supports consistent compliance with governance requirements.

Governance Pillar: Headteacher Accountability

Summary Point	Action Taken	Impact / Difference Made
High level updates of the school's key priorities (SDP) to be taken at all Full Governing Body meetings	High-level SDP and key priority updates are now a standing item at Full Governing Body meetings.	Provides regular oversight of progress and enables timely challenge and support.
The board to receive regular updates on the school SEF, to include triangulation	Regular SEF updates are included in governance monitoring, with governors requiring evidence to be triangulated from different sources.	Enables governors to test the school's evaluation of performance and strengthens the quality of challenge.
Hold an annual strategic planning session	The annual strategic planning session is included in the governance work plan and has resulted in agreement for a Governor Development Plan to be developed.	Ensures dedicated time for strategic thinking and provides a clear framework for governance development.
The governor Link system to be more structured to include scheduled visits and consistent reporting to the board	Governor link arrangements have been reviewed following changes in membership to Governing Body	Provides stronger first-hand evidence for governors and improves triangulation between school reports and governor visits.
Review the content, and format, of the Headteacher's report to the board	The Headteacher's report format was reviewed and updated, with clearer reporting expectations identified. Safeguarding and other external audits have been incorporated into governance oversight.	Strengthens Headteacher accountability and ensures governors have appropriate oversight of audit findings and actions.

Across all Three Governance Pillars: Strategy, Finance and Headteacher Accountability

Summary Point	Action Taken	Impact / Difference Made
Evaluating the impact of the reorganisation in year one to be added as a key priority	Governors agreed to evaluate the reorganisation across pupils, staff, educational outcomes and finances, with monitoring through committee agendas and Headteacher reporting.	Will provide a structured, whole-school assessment of whether the reorganisation has achieved its intended outcomes and identifies any areas requiring further action.

Looking forward to 2026/2027

Over the coming year, the Governing Body will focus on the key priorities:

1. **External Governance Review**
   Continue implementation of the recommendations from the external Governing Body review that reported in July 2025 to ensure effective governance
2. **Governor Development Plan**,
   Agree and implement a governance development plan that will flow from the School's Five Year Strategic Plan and one Year School Development Plan
3. **Two Sites, One School**
   Evaluate and monitor the development of a strong, consistent whole-school approach across both sites, ensuring that pupils, staff and families experience **one school**, with shared expectations, values and priorities. This to include an evaluation of the revised organisational structures put in place from September

In conclusion

Governors at The Meadow High School continue to work in partnership with school leaders to ensure that the school is well-led, financially secure, and delivers excellent outcomes for all pupils. Through strategic oversight, ongoing training, and active engagement, the Governing Body is proud to support a school community.

Governing Body Register of Interests (2025-2026)

This register must

- state the name and category of each governor
- set out any relevant business interests
- set out details of any other educational establishments that they govern
- set out any relationship details between governors and members of staff, including spouses, partners, and relatives.

Each governor has declared their interests as given below in writing to the Governing Body.

Chair of Governor's signature **Richard Burton**

Date **06/07/2026**

Planned review date **September 2026**

Name and appointment (as at 6 July 2026)	Confirmed	Organisation	Type of interest	Notes	From	To
Name: Richard Burton **Appointment:** Co-opted governor CHAIR **Term of office start:** 01/10/2022 **Term of office end:** 30/09/2026 **Appointed by:** Governing Board	*Confirmed: 09/01/2026*	Opportunities Beyond Meadow Community Interest Company (CIC)	Business or finance interest	Named Director https://find-and-update.company-information.service.gov.uk/company/16021796	16/10/2024	Present
Name: Graeme Vickery **Appointment:** Co-opted governor VICE CHAIR **Term of office start:** 01/10/2022 **Term of office end:** 30/09/2026 **Appointed by:** Governing Board	*Confirmed: 27/02/2026*	Opportunities Beyond Meadow Community Interest Company (CIC)	Business or finance interest	Named Director https://find-and-update.company-information.service.gov.uk/company/16021796	16/10/2024	Present
Name: Graham Cunningham **Appointment:** Headteacher **Term of office start:** -	*Confirmed: 03/02/2026*	Scholars Education Trust	Other governance role	My date is a Trustee for Scholars Education Trust (SET). This is a current interest.	01/09/2025	Present

Term of office end: - **Appointed by:** -	*Confirmed: 03/02/2026*	Opportunities Beyond Meadow Community Interest Company (CIC) / Project Search CIC	Business or finance interest	Named Director https://find-and-update.company-information.service.gov.uk/company/16021796	01/09/2025	Present
Name: Phil Haigh **Appointment:** Co-opted governor **Term of office start:** 09/12/2024 **Term of office end:** 08/12/2028 **Appointed by:** Governing Board	*Confirmed: 13/02/2026*	LB Hillingdon -School's Forum	Other Governance Role	Chair of the 2 Sub-Committees : High-Needs Funding Group DSG/EY Monitoring Group	01/04/2009	Present
	Confirmed: 13/02/2026	LB Hillingdon- School's Strategic Partnership Board	Other Governance Role	Primary Governor Member	01/04/2009	Present
	Confirmed: 13/02/2026	Cherry Lane School	Other Governance Role	Vice Chair of Governors	01/04/2014	Present
	Confirmed: 13/02/2026	Opportunities Beyond Meadow Community Interest Company (CIC) / Project Search CIC	Business or finance interest	Named Director https://find-and-update.company-information.service.gov.uk/company/16021796	16/10/2024	Present
Name: Sameer Das **Appointment:** Parent governor **Term of office start:** 17/03/2025 **Term of office end:** 31/03/2029 **Appointed by:** Governing Board	*Nothing to Declare: 15/11/2025*	-	-	-	-	
Name: Mujahid Fadl **Appointment:** Parent governor **Term of office start:** 17/03/2025 **Term of office end:** 31/03/2029 **Appointed by:** Governing Board	*Confirmed: 20/02/2026*	Brookside Primary School	Other governance role	Chair	01/10/2022	Present
Name: Rachael Philips **Appointment:** Parent governor **Term of office start:** 13/04/2026 **Term of office end:** 12/04/2029 **Appointed by:** Elected unopposed	*Nothing to declare Confirmed 08/07/2026*					
Name: Monika Kalia **Appointment:** Staff governor **Term of office start:** 01/12/2025	*Confirmed: 01/12/2025*	Meadow High School	Personal or close family relationship	Kiran Kalia- Co op Governor is my mother Priya Kalia- Science Faculty Leader is my sister	01/12/2025	Present

Term of office end: 30/11/2029 **Appointed by:** Elected by staff						
Name: Juliette O'Loughlin **Appointment:** Parent governor **Term of office start:** 28/03/2024 **Term of office end:** 27/03/2028 **Appointed by:** Elected by parents	*Nothing to Declare: 09/11/2025*	-	-	-	-	-
Name: Cathy Mosdell **Appointment:** Co-opted governor **Term of office start:** 03/02/2026 **Term of office end:** 03/02/2030 **Appointed by:** Governing Board	*Confirmed: 23/02/2026*	Harlington Secondary School	Other governance role	Chair of Governors	01/09/2000	Present
	Confirmed: 23/02/2026	Schools Strategic Planning Board, Hillingdon	Other governance role	Member	04/02/2026	Present
	Confirmed: 23/02/2026	St Jerome's Bilingual School	Other governance role	Clerk	01/09/2023	Present
	Confirmed: 07/02/2026	Schools' Forum (LBH)	Other governance role	Member	01/01/2026	31/23/2030
Name: Michelle Taylor **Appointment:** Associate Member **Term of office start:** n/a **Term of office end:** n/a **Appointed by:** Governing Body	*Nothing to Declare: 09/11/2025*	-	-	-	-	-
Name: Amy Willis **Appointment:** Associate Member **Term of office start:** n/a **Term of office end:** n/a **Appointed by:** Governing Body	*Confirmed: 10/03/2026*	Cherry Lane Primary School	Other governance role	Co-Opted Governor	26/02/2022	Present
	Confirmed: 23/01/2026	Opportunities Beyond Meadow Community Interest Company (CIC) / Project Search CIC	Business or finance interest	Named Director https://find-and-update.company-information.service.gov.uk/company/16021796	16/10/2024	Present
Name: Kiran Kalia **Appointment:** Associate Member **Term of office start:** n/a **Term of office end:** n/a **Appointed by:** Governing Body	*Confirmed: 03/12/2025*	Meadow High School	Personal or close family relationship	Monika Kalia- Staff Governor is my daughter Priya Kalia- Science Faculty Leader is my daughter	01/12/2025 16/07/2025	Present Present