

**Annual Governance Statement for the Governing Board of  
Emneth Nursery School  
and Day-Care Provision**



July 2025

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of Emneth Nursery School Governing Board are:

- 1. Ensuring clarity of vision, ethos and strategic direction;**
- 2. Holding the headteacher to account for the educational performance of the school and its pupils;**
- 3. Overseeing the financial performance of the school and making sure its money is well spent.**

**Governance  
arrangements**

The Governing Board of Emneth Nursery School was re-constituted at the beginning of 2017 and is made up of 2 staff governors (including the Headteacher), 2 elected Parent Governors, 1 Local Authority Governor and 4 Co-opted governors. Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the Governing Board, have the skills required to contribute to the effective governance and success of the school. We currently have no governor vacancies.

Claire Hooker continues to be the Headteacher following her appointment in January 2022. Josh Peel is the staff member that was appointed to the Governing Board in Autumn 2021.

Sarah Fairbrother remains Chair of Governors, with Francine Finnis having been appointed as Vice-Chair.

As at July 2025 our Governing Board includes the following (co-opted unless otherwise stated):

- Melissa Bancroft-Turner who is appointed by Norfolk County Council and has extensive teaching experience with a SEND specialism

	<ul style="list-style-type: none"> <li>• Karen Reilly joined the board in early 2023 has extensive experience of managing local authority early years settings</li> <li>• Sarah Fairbrother, a family law solicitor with experience of safeguarding. Sarah has a child at the nursery.</li> <li>• Karen Archibald has a child at the nursery and works in a multi academy trust.</li> <li>• Claire and Josh, as staff Governors. Claire attends as Head and Josh was elected by staff.</li> <li>• Francine Finnis also joined the board in early 2023 and has specialisms in Finance and Health and Safety. Francine is a parent governor.</li> <li>• Stephanie Wilson joined the board in January 2024 and has a child at the nursery. Stephanie runs the nursery fundraising PTA group, Friends of Emneth. Stephanie has several years of management experience and qualifications in health and social care.</li> <li>• Hannah Welcher joined the board in January 2024 and has a child at the nursery. Hannah has experience of being on committees and co-ordinating systems and services.</li> </ul> <p>The full Governing Board met twice each term. Further meetings of sub-groups have also met as required for detailed work and projects. Combining the Resources Committee meetings into the full Governing Board meetings continues to work well.</p> <p>See page 7 for a list of Governors.</p>
<b>Attendance record of governors</b>	Governors have excellent attendance at meetings and since formation we have never cancelled a meeting because it was not “quorate” (the number of governors needed to ensure that legal decisions can be made). See page 8 for details of individual governors’ attendance at meetings.
<b>The work that we have done on our committees and in the governing body</b>	<p>The Governing Body and senior staff have had a busy 12 months since the last Governance Statement.</p> <p>Finances continue to be stable this year and we now have a healthy surplus budget. This is partly due to the Government Funding for 0-2’s. We continue to work closely with a team from Norfolk County Council to explore means to ensure the long</p>

term financial security of the Nursery, particularly given the constantly evolving rules as to how the government funding can be used by nursery schools. We have slightly increased fees this year and adapted our invoicing process to ensure that we have a financially stable nursery going forward. We have had an exceptionally high demand for our places this year and we have supported the Headteacher in managing this in a financially stable way to ensure the long term financial viability of the nursery. There continues to be a high demand for spaces into the next academic year.

Throughout the year Governors have been able to attend the setting to carry out their monitoring visits.

Governors have been encouraged to undertake all relevant training, which is now able to take place both in person and remotely through the resources available on Governorhub.

Friends of Emneth Nursery had a very successful year, organising lots of events for both children of the nursery and also members of the wider community. These events have raised vital funds to assist the nursery. We have also let the rooms used previously by the Children's Centre and are looking at ways to expand upon this to bring in further revenue for the nursery.

The Chair and the Headteacher have had half-termly meetings to support and challenge practice and the overall provision.

Our daycare provision had an Ofsted inspection in 2023 and we were thrilled that we continue to be an Outstanding setting.

Our Nursery provision had an Ofsted inspection in October 2024 and again we were thrilled to continue to be an Outstanding setting.

The Forest School ethos continues, and we have one member of staff who is completing her Forest School training.

Reggio principles continue to be the driving ethos of the setting, leveraging natural resources provided by staff, parents and supporters.

	<p>The School's Improvement Plan (SIP) continues to be Governors' key tool to ensure that the Nursery is focussed on the right areas and that performance is measurable, challenging and achievable.</p> <p>Safeguarding continues to be a critical area for Governors who ensure high levels of safeguarding through the use of a compliance checklist and termly monitoring of the single central record, together with regular Headteacher reports and an annual audit.</p> <p>Minutes of all meetings are available for anyone to review. Please ask at the Nursery.</p>
<b>Future plans for the governors</b>	<p>The Governing Board is determined to continue to provide an excellent service to our present and future children and families. Future plans include:</p> <ul style="list-style-type: none"> <li>• Supporting the Head and her staff as they continue their work on Reggio and Forest Schools.</li> <li>• Manage links with other bodies to disseminate our knowledge and practice of our Ofsted rated Outstanding provision.</li> <li>• Continuing to explore fundraising opportunities.</li> <li>• Continue to up-skill Governors and ensure ongoing effective succession planning.</li> <li>• Continue to leverage the excellent Early Years, safeguarding and Reggio knowledge at the nursery for the benefit of other Early Years establishments.</li> <li>• Support on-site forest schools working whilst maintaining high standards of health and safety and risk management.</li> <li>• Continue to find ways to engage children and parents in Reggio and Forest Schools events.</li> <li>• Continue to review and develop policies and procedures to ensure best practice and the highest possible levels of accountability and safeguarding.</li> <li>• Keep up to date with new legislation and changes to Keeping Children safe in Education documents.</li> <li>• Monitor finances and impact of fee increases on families, as well as support senior staff to find ways to ensure that budgets are met.</li> </ul>

	<ul style="list-style-type: none"> <li>• Increase the marketing and promotion of services in the local community to maximize take-up and ensure the best possible access to services.</li> </ul>
<b>How you can contact the governing body</b>	<p>We always welcome suggestions, feedback and ideas from parents. Please feel free to contact the Chair of Governors, via the school office. Further information on Governors and their attendance at last year's meetings is given on page 8 and the Governors' page of the school website provides more information including minutes of governing body meetings.</p>

### Emneth Nursery School Governing Board as at 31st July 2025

Governor	Category	Term of office start date	Term of office expiry date
Hannah Welcher	Co-opted Governor	16/01/2024	15/01/2028
Stephanie Wilson	Co-opted Governor	16/01/2024	15/01/2028
<i>Karen Archibald (Vice Chair)</i>	Parent Governor	01/03/2022	01/03/2026
Claire Hooker (Head Teacher)	Staff Governor	01/01/2022	
Karen Reilly	Co-opted Governor	27/03/2023	26/03/2027
Sarah Fairbrother (Chair)	Co-opted Governor	07/02/2019	06/02/2027
Francine Finnis	Parent Governor	22/09/2022	21/09/2026
Josh Peel	Staff Governor	01/09/2021	01/09/2025
Melissa Bancroft Turner	Local Authority Governor	04/10/2023	03/10/2027

### Emneth Nursery School Governors' Attendance Record from September 2024 to July 2025

Governor	Full Governing Board
Sarah Fairbrother	5/6
Hannah Welcher	5/6
Claire Hooker	6/6
Stephanie Wilson	1/6
Karen Reilly	6/6
Francine Finnis	5/6
Melissa Bancroft Turner	5/6
Karen Archibald	5/6
Josh Peel	6/6