Annual Governance Statement
(Template for Maintained Schools)

School Name	Harlyn Primary School
School Postal Address	Tolcarne Drive, Pinner, Middlesex HA5 2DR
Telephone number	020 8866 1290
Contact email address	office@harlynprimaryschool.co.uk
Website	*www.harlynprimaryschool.co.uk*

The governing board must be only contacted via the school details given above, which is the legal business address for the whole governing board.

Category of school	Community School
DfE number	312/2025
Ofsted grading and date of last inspection	2 (good) 10-11 December 2024

Name of Headteacher	Mr Simon Jones
Name of Deputy Headteacher	Mrs Shruti Mistry

Date of Annual Governance Statement	**2025-26**

The core functions of the governing board

As defined by the Department for Education (DfE) in Governance handbook for maintained schools, academies and multi academy trusts, October 2020, the core functions of all governing boards, 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 board shall
- Act with integrity, objectivity, and honesty and in the best interests of the school; and
- Be open about the decisions they make and the actions they take and in particular shall be prepared to explain their decisions and actions to interested parties.

Our Governing Board has a Code of Conduct which is reviewed and agreed annually. All Governors and Associate Members are obliged to abide by this code.

Legal constitution of the governing board

The Governing Board was formally constituted on	15/2/19

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

Who volunteers on the school's governing board?

Category of Governor	Full Name	Term of Office
Co-Opted Governor	Sally de Jongh	8-09-24 to 8-09-28
Headteacher	Simon Jones	
Staff Governor	Lewis Brown	24-03-26 to 24-03-30
Local Authority	Michael Simons	4-09-24 to 4-09-28
Co-Opted Governor	Abi Ajibola	11-10-25 to 10-10-29
Co-Opted Governor	Murray Perkins	26-11-24 to 26-11-28
Parent Governor	Abi Walton	16-5-24 to 15-5-27
Co-Opted Governor	Michele Matonti	26-11-24 to 26-11-28
Co-Opted Governor	Adrian Richardson	19-5-22 (resigned 19-12-25)
Parent Governor	Chandresh Meghji	27-01-25 to 27-01-28
Parent Governor	Glenn Smith	27-01-25 to 27-01-28
The Clerk to Governors is	Jill Schrodel	
The Chair of Governors is	Sally de Jongh	
The Vice Chair of Governors is	Michele Matonti	

This governing board also has Associate Members. Associate Members are not governors, but they are public volunteers. They are appointed by the governing board to support the ongoing work and duties of the governing board. The number of Associate Members is determined by the governing board.

Associate Members	Term of office	Voting rights at committee level?
Shruti Mistry	03-10-24 to 03-10-26	

How the governing board delegates and distributes its duties

The governing board agreed to form the following committees on 02/10/25. This is reviewed annually.

Curriculum	Finance	Personnel	Premises/Health & Safety
Mike Simons Abi Walton David Fox Murray Perkins Shruti Mistry	Murray Perkins Simon Jones Mike Simons Sally de Jongh	Sally de Jongh Simon Jones Mike Simons Murray Perkins	Michele Matonti Sally de Jongh Simon Jones Duncan Andrews Co-opted Cecile Khan

Specific panels of the governing board are convened as required for

- School Complaints
- Staff Grievance and Discipline
- Pupil Discipline
- Head Teacher/Deputy Head Teacher Selection

The governing board delegates some specific functions to some governors covering specific areas of school life. These governors are known as Link Governors. Our school has the following link governors.

Area of responsibility	Named Governor	Number of visits to school in this role in academic year
After School Club/Breakfast Club	Michele Matonti	-
Art and Design & Technology	David Fox & Murray Perkins	-
Assessment, value added factors	Abi Walton	-
Child Protection, Looked After Children	Sally de Jongh	Two
Safeguarding	Sally de Jongh	Two
Computing	Abi Ajibola & David Fox	-
Foundation Stage/Early Years	Glenn Scott	Two
Gifted & Talented and Inclusion	Sally de Jongh	Two
Health & Safety	Michele Matonti	Three
Humanities + Religious Education	Murray Perkins	-
English	Murray Perkins	-
Maths	Abi Ajibola	-

Modern Foreign Languages	Chandresh Meghji	Two
Music	Michele Matonti	-
PSHCE & Citizenship	Abi Ajibola	-
Physical Education	David Fox	-
Pupil Premium	Abi Walton	-
Science	Mike Simons	-
School Council	Shruti Mistry	-

Governing board and committee meeting attendance

Governor name	Autumn Term 02-10-25	Spring Term 26-02-2026	Summer Term 13-05-26	Summer Term 02-07-26
Sally de Jongh	Attended	Attended	Apologies	Attended
Simon Jones	Attended	Attended	Attended	Attended
David Fox	Attended	Attended	N/A	N/A
Lewis Brown	N/A	N/A	Attended	Attended
Michael Simons	Apologies	Attended	Attended	Attended
Abi Ajibola	Attended	Attended	Attended	Apologies
Murray Perkins	Attended	Apologies	Attended	Attended
Michele Matonti	Attended	Attended	Attended	Attended
Adrian Richardson	Attended	N/A	N/A	N/A
Abi Walton	Attended	Apologies	Attended	Attended
Glenn Smith	Apologies	Apologies	Apologies	Apologies
Chand Meghji	Attended	Attended	Attended	Apologies

Membership	Finance Committee Meeting Dates and Attendance					
	Autumn Term 09-10-25	Extraordinary 11-12-25	Spring Term 22-01-26	Spring Term 19-3-26	Summer Term 29-04-26	
Adrian Richardson	Attended	Attended	N/A	N/A	N/A	
Simon Jones	Attended	Attended	Attended	Attended	Attended	
Murray Perkins	Attended	Attended	Attended	Attended		
Sally de Jongh	Attended	Attended	Attended	Attended	Apologies	
Michael Simons	N/A	N/A	Attended	Attended	Attended	

Membership	Curriculum Committee Meeting Dates and Attendance				
	Autumn Term 4-12-25	Spring Term 26-3-26	Summer Term 25-6-26		
Mike Simons	Attended	Attended	Attended		
Abi Walton	Attended	Attended	Apologies		
David Fox	Apologies	Attended	N/A		
Murray Perkins	Apologies	Attended	Attended		
Shruti Mistry	Attended	Attended	Attended		
Lewis Brown	N/A	N/A	Attended		

Membership	Premises/Health & Safety Committee Meeting Dates and Attendance					
	Autumn Term 17-09-25	Spring Term 10-2-26	Summer Term 07-05-26 CANCELLED			
Michele Matonti	Attended	Attended				
Sally de Jongh	Attended	Attended				
Narinder Heyer Chauhan		N/A				
Mike Simons	Attended	Attended				
Simon Jones	Attended	Attended				
Duncan Andrews	Attended	Attended				
Doug Vigar	Attended	Attended				

Governing board effectiveness and impact

Governing body effectiveness and impact
What were the significant challenges for the governing body in 2025-26?

1. Supporting the school with pressures on finances.
2. Working in partnership with Senior Staff to plan for staffing reductions.

How were the challenges met?

1. Head Teacher and Governors supported each other in the discussion around budget setting and in the construction of the school's Deficit Recovery Plan.

2. Governors acted as critical friends when staffing changes for the new academic year were proposed and finalised.

How have these achievements have improved areas of school life (impact)?

1. Staffing was put in place that addressed the thinking in the Deficit Recovery Plan.

Find out more about our school ...

- Link to Ofsted report https://reports.ofsted.gov.uk/provider/21/102383
- Link to school's website https://www.harlynprimaryschool.co.uk
- Link to school's Pupil Premium statement on the school's website https://www.harlynprimaryschool.co.uk/pe-and-sport-premium
- Link to school's PE and Sport Premium information on the school's website https://www.harlynprimaryschool.co.uk/attachments/documents.asp?id=951
- Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour. https://parentview.ofsted.gov.uk/

Governing Board Register of Interests (2025-26)

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.

Category of Governor	Full Name	Declarations of Members' Interests: Business, Educational and Personal
Co-Opted Governor	Sally de Jongh	Miss R Petley – employee at Harlyn Primar School (Niece)
Headteacher	Simon Jones	nil
Staff Governor	David Fox	nil
Local Authority	Michael Simons	nil
Co-Opted	Abi Ajibola	nil
Co-Opted Governor	Murray Perkins	nil
Parent Governor	Abi Walton	Deputy Head Teacher at another Primary School
Co-Opted Governor	Michele Matonti	nil
Co-Opted Governor	Adrian Richardson	Staff Governor at St Dominics Sixth Form College
Parent Governor	Chandresh Meghji	nil
Parent Governor	Glenn Smith	nil

Each governor has declared their interests as given above in writing to the governing board.

Chair of Governor's signature 

Date **9 October 2026**

Planned review date **September 2027**