

# Alban City School

Alban City School is a Free School. This means that it sits outside the Local Authority. Instead it is run by a Charitable Trust, Alban City Free School Ltd. The trust was set up, in 2010, by a mixed group of teachers and parents, all of whom were concerned about the lack of prospective school places for primary aged children in St Albans. We did, however, work closely with the Local Authority to ensure that a suitable site was purchased, where greatest pressure on existing school places was identified.

The Members are members of the original group who designed and developed the proposed school plan, curriculum, ethos and structure. This plan was approved by the Department for Education and a Funding Agreement was signed by the Members in 2011. New members have been elected to this body over the ensuing years. The role of the Members is to oversee the progress of the work of the school. They are very much an “eyes on” group. The Members receive key documents, are free to attend meetings as observers and ask questions but have no voting rights on the governing body.

The Governors (also known as Directors or Trustees) deal directly with the DfE and are held to account in all matters relating to the school. This means that our responsibility covers not only the education and welfare of all the children but also the upkeep of the building and grounds, as well as all financial dealings within the school and between the DfE and the school.

We have a Company Secretary who ensures that all our accounts are audited by external auditors, that final accounts are published on the Companies House website, that minutes from all meetings are recorded and available for inspection.

**There are 5 Members of the Company– drawn from the original group who proposed the school plan and approved the Funding Agreement with the DfE, plus additional Members elected over time. The Chair of Finance and Vice Chair of Governors become Members when appointed to these posts.**

Jennie Burton	Linda Crawley *	Janice Graham*
Sandra Ison*	Lara Jubb*	Richard Rickwood*
Paul Telford	Hilary Isham	Kate Leahy*

\*Members who also sit on the Governing Body.

## **Company Secretary**

Philippa Stapleton

## **Governing Body**

The governing body exists to support but also to question the Head teacher. We act as a group to hold the school to account for both its educational progress and for its financial probity. As we are a Free School, all the governors have to be registered with Companies House as Directors of Alban City Free School Ltd. There are five different categories of governor all with equal voting rights. These are detailed in our Articles of Association. The current governors of the school are listed below with dates of appointment of each governor. Each governor holds office for up to 4 years. Governors may be reappointed after 4 years.

### **6 Governors – appointed by the Members of Alban City Free School Ltd (Article 50)**

Richard Rickwood	2016	Sandra Ison	2016
Linda Crawley	2016	Janice Graham	2016
Lara Jubb	2017		

### **2 Staff Governors – may be appointed by Members or by election (Article 50A)**

Cathy Burke	2016
Aimee Novelle	2016

### **1 Local Authority Governor – may be appointed by the Local Authority (Article 51)**

Kate Leahy	2016
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### **4 Parent Governors – elected by the Parent Body (Articles 53 to 58)**

Chris Ashcroft	2016
Gordon Baisley	2016

## **2 Co-opted Governors – appointed by the Governors (Article 59)**

Paul Karim	2014
Ben Wicks	2016

## **The Headteacher (Ex-Officio)**

Janet Goddard

Six of the above governors are parents of children at the school. We have deliberately not filled the vacant parent category, preferring to do this as the school grows so that we can plan for succession as governors retire or reach the end of their term of office.

We have two committees that meet once or twice each term: Resource Committee and Pupil Achievement Committee, all governors sit on at least one of these two committees. There are several smaller committees that meet less regularly eg. Headteacher Performance Management or committees that do not meet unless needed eg. Exclusions and Appeals.

## **About Us**

### **Jennie Burton (Member of Trust)**

I am a Chartered Accountant with 20 years of experience in finance, communications, management and business. I currently run finance, project management and communications for the shared services division of a multi-national company comprising 5,000 staff. In addition I have expertise in change management from a 5 week management training I attended in the US and from running several large employee and finance change projects at work.

I am the mother of two primary school aged girls and I have a keen interest in education and in particular reading. I worked part-time in a library for 7 years as a student so I also have a love of books and reading. I have lived in Hertfordshire for most of my life and in St Albans for 15 years. Outside of work I enjoy Zumba, tennis and spending time with my family.

I became involved with setting up Alban City school in 2010 and led the bid for funding from a finance perspective. I was instrumental in most aspects of setting up the school including the vision, the budgets, the uniform design and staff recruitment and I am passionate that the school delivers on the vision we set out at that time. I sit on both the Resource committee and the Governing body and in particular I spend time ensuring things in the office run smoothly, ensuring the audit and accounts are carried out to a high standard and of course that the school uses its money wisely.

### **Hilary Isham (Member of Trust)**

I am a qualified librarian and have spent my career in public, school and medical libraries.

I have lived in Rickmansworth for 37 years. I have always had a keen interest in education, wanting the best for my children and grandchildren. I have been a school governor for over 20 years at a primary school in Rickmansworth, that my children attended. In this time, I have seen ideas in education come and go. I was therefore, very interested in joining the group that were setting up Alban City School. The idea of a free school where as governors we have the freedom to establish a school reflecting our ideas and beliefs in education, was exciting. I welcomed the opportunity to take the best from all the ideas I had encountered over the years to ensure that children have the best holistic foundations of learning, which will give them the confidence to shine in the wider world.

### **Paul Telford (Member of Trust)**

### **Linda Crawley (Member of Trust, Chair of Governors, SEN Governor)**

I attend all committee meetings and chair the Full Governing Body meetings. My role, as Chair of Governors, is to ensure that liaison between the Head and the Governing Body is robust. I work closely with the Headteachers, visiting the school on a regular basis and by keeping up to date with all that is happening at Alban City.

I began my teaching career in 1970, moving from county to county as my husband's job progressed, eventually settling in Hertfordshire. In 1999, I was appointed as Headteacher of Aboyne Lodge School, leading it to become an "outstanding" school (OFSTED April 2009) before retiring in December 2009. After I retired, I worked part time for the University of Hertfordshire as a Visiting Tutor, overseeing trainees on teaching practice. I was also drafted into a school having difficulties near my home, as an Interim Headteacher until a new Head was appointed. I then became the lead proposer for Alban City School, working harder than I have ever done before! I was ably supported by an amazing team of people committed to opening a brilliant school that would meet the needs of St Albans' families. Many of the

original team have stayed on as governors and are still sharing their expertise freely with the school. I continue to have a real passion for all aspects of education especially ensuring a varied and enriching curriculum supported by high quality teaching which engenders the love of learning in all children.

**Janice Graham (Member of Trust, Safeguarding Governor)**

I sit on the Pupil Achievement Committee.

I was a member of the group that developed the original proposal for the School and negotiated that proposal with the DfE and I am now both a Member of the Trust and a governor. I began my teaching career in a primary school in Liverpool. After that I taught in the West Midlands, then West Hendon in London as we moved with my husband's work. I then took a break over the period when my children were born and returned to teaching in the early 1980s at a British school in Brussels. Returning to the UK, I trained as a teacher of English as a Second Language and taught in a number of primary schools around St Albans as part of MECSS, the county language and curriculum support service. I left MECSS in the early 1990s to work exclusively at Aboyne Lodge Primary School.

My career has involved me in teaching children from a whole range of language backgrounds – many European languages, including Russian and languages from the Indian Subcontinent and South East Asia.

At Aboyne Lodge I was the deputy designated teacher for child protection and I am now the Safeguarding Governor at ACS. As such I make one formal visit a term to review safeguarding matters with Mrs Goddard, the Head teacher. I also very much enjoy making less formal visits to the school and especially my involvement in school trips.

**Sandra Ison (Member of Trust and Governor)**

I am Chair of the Pupil Achievement Committee.

I was involved in the group which put together the proposal for Alban City School, providing support with communication and other matters. I also attended the proposal interview with the DfE along with Linda Crawley and Jennie Burton. I am a parent of two children who attend the school.

As Chair of the Pupil Achievement Committee, our focus is on looking at the attainment of all the children at the school. We are interested in their educational progress and also in their development as individuals, including their happiness and wellbeing.

In my working life I lead on communications for a statutory regulator, the Architects Registration Board (ARB). My role involves building stakeholder relationships and drafting text for externally facing communications. ARB is a public body, we are overseen by a Board and so I am very aware of, and committed to, principles of good governance and the importance of acting in the public interest. Prior to this, I worked in the public affairs team of the Centre for Mental Health, a mental health charity, for nearly eight years. My focus was on organising events and lobbying parliamentarians to bring about change to mental health policy and practice. I have also undertaken roles for the House of Lords Library and the Cabinet Office, as well as working for BP for nearly three years on the company's commercial graduate training scheme.

Outside of the school, I have been appointed as a lay member of the Hertfordshire Advisory Committee on Magistrate appointments, a role which involves contributing a lay perspective to magistrate interviews. In my free time I love to be with my family and friends, I also enjoy swimming.

**Lara Jubb (Member of Trust and Governor)**

I sit on the Pupil Achievement Committee.

I am a member of the trust and recently joined the Governing Body. Part of my role is to ensure that the school remains true to the original ethos and vision that was set out by the Founders.

I have been working in various commercial roles throughout my career ranging from Sales & Marketing, Operations Management, Change Management and HR. I have spent most of my career in the automotive sector with my most recent role being Head of Learning, Development and Talent for a large automotive manufacturer. I grew up in Bedfordshire, moved around the UK with various jobs and finally settled in St Albans in 2004. I joined the Alban City School project team whilst I was on maternity leave with my first child in 2010. I felt privileged to be able to apply my commercial knowledge to the plans for the school and I thoroughly enjoyed being part of the founding team. I remain passionate about ensuring every child has the opportunity to receive a high quality education in their local area and I believe that all children should be given the chance to reach their potential. I am proud that my daughter was part of the third intake into Alban City School and I have relished the opportunity to experience as a parent the great education the school set out to deliver. My son started at the school in 2017.

**Richard Rickwood (Member of Trust and Health and Safety Governor)**

I am Chair of the Resource Committee

**Kate Leahy (Local Authority Governor)**

I am a Local Authority governor. I sit on the Resource Committee.

I have been involved with the school from the outset, originally through my role as this area's school place planning officer at Hertfordshire County Council. Having identified the need for a new school in St. Albans, I was fortunate to be part of the dedicated team which successfully established Alban City School. I was asked to stay on as a local authority governor when the school opened, and was delighted to do so. Having grown up and attended school locally, I know the area well. My job means I have a good understanding of how schools work, especially the ever changing relationships and responsibilities between schools and local and central government. I have always been passionate about education, and being a school governor offers me the opportunity to be involved first hand. With two young children of my own life is pretty busy, but I am proud to remain part of Alban City School as it continues to grow and flourish.

**Cathy Carter (Staff Governor)**

I am the staff representative for our governing body. I attend full governing body meetings and pupil achievement committee meetings. I joined Alban City School in 2012 as one of the reception class teachers. In 2015 I was appointed Deputy Head and I work closely with the Head Teacher and the whole staff team.

**Aimee Novell (Staff Governor)**

I am one of the staff representatives on the governing body. I attend the full governing body and pupil achievement committee meetings. I currently teach in Reception and I am also the Phase One Leader. I work alongside the Deputy Head Teacher and Head Teacher, whilst monitoring the Year One and Reception classes. I joined Alban City School in 2013 and have taught within both Year One and Reception.

**Gordon Baisley (Parent Governor)**

I sit on the Resource Committee.

I was elected as a Parent Governor in November 2016. My two eldest children, Hamish and Euan, currently attend Alban City, and by the end of my term they'll have been joined by my youngest son, Fergus. Hamish and Euan are both very settled and happy at the school, and I've seen how they have been nurtured and developed their knowledge and social skills.

My professional background has been managing teams within IT – latterly as Director of Quality Assurance at a Financial Services firm – before I founded, Quast, a St Albans based start-up in 2015.

The various roles have given me broad experience, including planning and managing budgets, HR management of teams, and a consciousness of a range of employment law and company legal obligations. I hope that both my perspective as a parent, and the knowledge and experience gained through my professional history will enable me to add value as a Governor at Alban City.

**Chris Ashcroft (Parent Governor)**

I sit on the Resource Committee.

I am a parent of two children, the eldest of whom started in reception class in September 2016. I was elected to the school's governing body in November 2016.

I am a Finance professional with 19 years' experience in banking and markets. Most of my career was spent at an investment bank where my final role was co-head of a UK-wide risk management business. My specialisms are in debt and derivative markets and, particularly, in problem solving and removing complexity for clients. In January 2016, I co-founded a consultancy business which directs this skill and experience exclusively towards Local Authority and NHS Trust financings with the aim of delivering recurrent cash savings. I am passionate, committed and have huge amounts of energy that I intend to devote to the school to help it continue to excel and prosper.

**Ben Wicks (Co-opted Governor)**

I sit on the Pupil Achievement Committee.

I work in the City of London for a major investment management firm, where I am responsible for innovation in the field of research techniques and the use of big data to generate insight. I am also the fund manager of a global equity product. Until recently I served on the Resources Committee of the Governing Body and now sit on the Pupil Achievement Committee.

**Paul Karim (Co-opted Governor)**