

What does a Governor do?

Role description: to contribute to the work of the governing body in ensuring high standards of achievement for all children and young people in the school by:

- Setting the school's vision, ethos and strategic direction;
- Holding the Principal to account for the educational performance of the school and its pupils; and
- Ensuring the school and staff have the correct resources and support to fulfil their function.

1. Contribute to the strategic discussions at governing body meetings which determine and/or review:

- the vision and ethos of the school;
- clear and ambitious strategic priorities and targets for the school;
- that **all** children have access to a broad and balanced curriculum;
- the school's budget relating to the expenditure of the pupil premium allocation;
- the school's staffing structure and key staffing policies;
- the principles to be used by school leaders to set other school policies.

2. Hold the senior leaders to account by monitoring the school's performance; this includes:

- agreeing the outcomes from the school's self-evaluation and ensuring they are used to inform the priorities in the school development plan;
- considering all relevant data and feedback provided on request by school leaders and external sources on all aspects of school performance;
- asking challenging questions of school leaders;
- ensuring senior leaders have arranged for the required audits to be carried out and receiving the results of those audits;
- ensuring senior leaders have developed the required policies and procedures and the school is operating effectively according to those policies;
- acting as a link governor on a specific issue, making relevant enquiries of the relevant staff, and reporting to the governing body on the progress on the relevant school priority; and
- listening to and reporting to the school's stakeholders : pupils, parents, staff, and the wider community, including local employers.

3. Ensure the school staff have the resources and support they require to do their jobs well, including the necessary expertise on business management, external advice where necessary, effective appraisal and CPD (Continuing Professional Development), and suitable premises, and that the way in which those resources are used has impact.

4. When required, serve on panels of governors to:

- appoint the Principal and other senior leaders;
- appraise the Principal;
- hear staff grievances and disciplinary matters;
- hear appeals about pupil exclusions



Nomination Form – Election of Parent Governor

Full name of NOMINEE (BLOCK CAPITALS):

ADDRESS and POSTCODE:

Parent of: _____

Class: _____

Full name of PROPOSER (BLOCK CAPITALS) if not proposing self (**you may propose yourself**):

Signature: _____

Parent of: _____

Class: _____

Please include a few details about yourself/nominee and the reasons why you wish to nominate/become a parent governor (between 50-100 words):

All candidates, please ensure that you have read and signed the declaration of eligibility overleaf.

THIS FORM MUST BE RETURNED TO THE SCHOOL OFFICE BY **12 NOON ON** Friday 3rd November 2017



Declaration of Eligibility to Serve on a School Governing Body

In some circumstances, a person is disqualified from holding or continuing to hold office as a school governor:

Criteria relating to working with children

You must **not** be:

- disqualified or restricted from working with children or young people
- included in the list of people considered by the Secretary of state as unsuitable to work with children
- subject to a direction under section 142 of the Education Act 2002
- disqualified from registration for childminding or providing day care
- disqualified from registration under Part 3 of the Childcare Act 2006
- subject to a disqualification order under the Criminal Justice and Court Services Act 2000

Criteria relating to bankruptcy and insolvency

You must **not** have had:

- your estate sequestrated if the sequestration order has not been discharged, annulled or reduced;

You must **not** be subject to:

- a bankruptcy restriction order, an interim bankruptcy restriction order, a debt relief order or an interim debt relief order;
- a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986
- a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002;
- an order made under section 492(2)(b) of the Insolvency Act 1986

Criteria relating to prison sentences

You must **not** have:

- received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
- received a prison sentence of two and a half years or more in the 20 years before becoming a governor;
- at any time, received a prison sentence of five years or more

Criteria relating to general restrictions

You must **not**:

- have been removed from the office of charity trustee or trustee for a charity from participating in the management or control of any body by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005
- have been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor
- already hold a governorship of the same school* *Please note that if you are applying for re-appointment, this information relates to the period when your current term of office ends*



You **must** be:

- over 18 years old
- willing to allow an application to the Disclosure and Barring Service (DBS) (formerly known as the Criminal Records Bureau – CRB) for a criminal records certificate.

Please confirm that you are willing and eligible to stand by signing the declaration below.

I declare that I am the parent or guardian of a pupil registered at the school and am not disqualified from serving on a school governing body. If I become disqualified I will give notice of the fact the clerk to the governing body.

I will agree to a Disclosure Barring Services (DBS) check.

Signed: _____

