

## Peel Park Primary School and Nursery School Governor Role Description

This is a voluntary post and is un-remunerated although reasonable expenses will be covered as per policy. DfE Guidance suggests that governors should be prepared to commit ten to twenty days per annum in total towards the effective governance of a school.

**Accountable to:** the Chair of the Governing Board

### **Role Summary:**

This role contributes to the work of the governing board in raising standards of achievement for all pupils. This involves providing strategic direction for the school, providing advice and challenge to ensure a progressive improvement in standards across the school.

Governors have a responsibility to work collaboratively with other members of the governing board. They have a responsibility to act in the best interests of the pupils and be accountable to the school's wider community. Where they are elected by groups ie staff or parent governors, they are not representing those groups, they are a representative member from that group. They should reflect the best interests of the school as a whole in all decisions.

### **The Core Functions of the Governing Board:**

1. **Ensuring clarity of vision, ethos and strategic direction**  
Setting and maintaining the broad framework within which the headteacher and the staff should run the school.
2. **Holding executive leaders (SLT) to account for the educational performance of the organisation and its pupils and the performance management of staff** - provide the head teacher with support and offer advice and information. The governing board is there to monitor and evaluate the schools effectiveness and governors should therefore be prepared to ask challenging questions.
3. **Overseeing the financial performance of the school and making sure its money is well spent, the term value for money is often used to check this. Ensures accountability** - the governing board is accountable to all stakeholders for the school's overall performance.

### **Responsibilities include:**

- developing a strategic direction and plan for the school
- determining the aims and priorities of the school
- approving key school policies
- setting statutory and non-statutory targets
- monitoring and evaluating the work of the school as well as statutory compliance in all areas

### **Tasks include and are not limited to the following:**

- Attending six full governing board meetings per annum (two per term), plus committees and other meetings as required.
- to get to know the school: its needs, strengths and areas for development.
- to carry out one formal visit per term (dependent on area of responsibility / links).
- to work as a member of a team.
- to work independently if required.
- to speak, act and vote in the best interests of the school.
- to respect all governing board decisions and to support them in public.

Governors are expected to undertake induction training and participate in continued training and development opportunities as appropriate.

## Key Values

All governors are expected to abide by the Seven Principles of Public Life, defined by the Nolan Committee in 2013:-

1. **Selflessness:** Holders of public office should act solely in terms of the public interest.
2. **Integrity:** Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.
3. **Objectivity:** Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.
4. **Accountability:** Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.
5. **Openness:** Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.
6. **Honesty:** Holders of public office should be truthful.
7. **Leadership:** Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Candidates are appointed subject to approval via an Enhanced Disclosure and Barring Service (DBS) check (no personal cost).

## Governor Person Specification Knowledge & Expertise

### Requirements

- A basic understanding of the UK state education system and schools;
- Good understanding of the context, strengths and weaknesses of the school;
- Knowledge of the school's priorities for improvement/ development.

### Skills

- Sound communication skills both in listening and speaking;
- Ability to absorb and make use of wide range of information and data;
- Specific skills to strengthen the skill base of the governing body eg HR, Legal, finance, data analysis, business, education etc;
- Able to be impartial, and present a balanced view;
- Monitoring and evaluation skills;
- Ability to be a confidante when required.

### Personal qualities

- A commitment to the vision and ethos of the school;
- ensuring the best education outcomes for young people;
- tact and diplomacy/ an even temperament;
- ability to work as a member of a team;
- ability to work independently;
- ability to respect confidentiality;
- a willingness to participate in training and self evaluation;
- an approachable character with a willingness to engage with stakeholders.