

School Governors

What is a School Governor

School Governors are drawn from all walks of life and as you will see in this section of the website there are various types of Governors.

The first question to ask yourself is, "Are you interested in the education, welfare and opportunities provided for children and young people?"

If the answer to this first question is, "Yes", then have you got enthusiasm and time to spare? If so, you could consider volunteering as a school governor.

Governors give their service voluntarily and no formal qualifications are necessary although there are eligibility criteria.

Governors are ordinary people, aged over 18, with a special commitment to the education and wellbeing of children.

Terms of office will normally be four years.

There are typically four types of Governors:

- Staff Governors
- Parent Governors
- Co-opted Governors
- Local Authority Governors

Staff Governors

Staff governors normally fall into two categories, firstly Teaching Staff, and secondly Support Staff.

Staff Governors are elected by teaching and support staff that are paid to work at the school.

This category will also include a reserved place for the Headteacher

Parent Governors

Parent governors as the title implies are drawn from Parents or Guardians of Children at the School.

Parent Governors normally serve for a period of 4 years and are elected by the Parents or Carers / Guardians of Children at the School.

From time to time the school will send home a letter notifying parents that there is a vacancy for a Parent Governor, and seeking nominations.

If there are more nominations than there are vacancies, then there will be a ballot at which point all of the parents get to vote for the candidate of their choice.

As a Parent Governor, elected by parents, the role of the Parent Governor is to bring a parental perspective to the Governing Bodies decision making rather than represent the parental constituency.

Co-opted Governors

Co-opted Governors are drawn from the local community and are appointed by the governing body.

You will not find this category of governor on voluntary aided (religious) school governing bodies.

If you would like to find out more about being a Co-opted Governor, either at this School or another, you can either contact our Chair of Governors Jeannine Reid - Hall or contact the School Governance Unit on 020 8825 5444. The School Governance Unit will be able to tell you of Schools who are looking for Co-opted Governors.

It will be helpful when making contact to provide some brief background information, including:

- Your reasons for wishing to become a school governor.
- Whether you have any particular skills and / or knowledge which you could bring to a governing body for example
 - Financial
 - Building Works
 - Health and Safety
 - Management
 - Legal
 - Human Resources.

The Governing Body will need to establish that you are either a local resident or have an involvement in the community served by the school. If not, it is always helpful to explain your interest in that particular part of the borough.

Local Authority Governors

Within the London Borough of Ealing, Local Authority governors are nominated by the political parties represented on the Council.

The overall number allocated to each political party is proportionate to their level of representation on the Council.

If you would like to find out more about being a Local Authority Governor please contact the School Governance Unit on 020 8 825 5444.

Full Governing Body

The overall responsibilities of the Governing Body are to:

- Help to shape the vision, ethos and direction of the School
- Ensure the School operates with a view to promoting high standards of educational achievement

- Challenge and support the School so that weaknesses are tackled decisively and statutory responsibilities are met
- Hold the Senior Leadership Team to account for the performance of the School
- Ensure sound management of resources including finance, human resources and infrastructure
- Ensure statutory policies and documents are in place and regularly reviewed, and that they are effective in meeting their desired aims
- Act as a good employer
- Fulfil its duty of care to staff, students, parents and others associated with the School.

Committees

In addition to the Full Governing Body which normally meets 4 times a year we also have 3 active committees which each meet 3 times a year and each Governor would be expected to join at least one of these committees.

Achievement for All Committee

The key objectives of the Achievement for All Committee are to:

- Monitoring the Progress and Attainment of pupils to ensure that all local and national targets are being met.
- To monitor the use of Pupil Premium and Sports Premium funding to ensure that it is having the desired impact.
- Provide guidance to the Governing Body, Head Teacher and other Committees on the Curriculum and Inclusion related areas.
- Set policies to ensure that all appropriate practices are in place.
- Ensure that all staff and Governors are aware of developments in the Curriculum and Inclusion areas.
- Reporting to the Governing Body by way of:
 - The committee meeting notes which are to be made available to the Full Governing Body Meeting.
 - Reporting all matters that are legal requirements and MUST be taken to the Full Governing Body.

Behaviour and Safety Committee

- To liaise regularly with the Facilities Management Company to ensure the smooth running of the school site and to ensure that the Facilities Management Company discharge their contractual and statutory responsibilities.
- To assist the governing body and the Head Teacher to discharge their responsibilities under the Health and Safety at Work Act 1974 in collaboration with the Local Authority.

- To ensure that all current Safeguarding and Child Protection legislation and associated procedures are followed.
- To ensure that governors responsibilities are discharged regarding litter under the Environmental Protection Act 1990.
- To provide support and guidance for the Head Teacher in all matters relating to the school premises and grounds, security, energy conservation and health and safety.
- To monitor the effectiveness of the schools health and safety arrangements, make periodic inspections of the buildings, plant and equipment and report at least once a year to the governing body.
- To arrange regular inspections of the school and site to ensure that the school complies with health and safety regulations and to present priorities for maintenance and development for the approval of the governing body in line with the school improvement plan.
- To consider the Local Authorities policies on health and safety and recommend a policy for the school for adoption by the governing body.
- To ensure that all site insurance is valid, adequate and that the Employers Liability Insurance is displayed.
- To contribute to the planning and implementation of contracts and ensure any necessary liaison with appropriate contractors.

Finance Leadership and Management Committee

The key objectives of the Finance & Human Resources Committee are to:

- Provide guidance to the Governing Body, Headteacher and other Committees on financial matters.
- Review financial information and funding from the Local Authority.
- Formally review the budget at every meeting with a focus on cost effectiveness and value for money, and to agree any actions that may be required.
- To set the limit that the Headteacher can agree before seeking Governor authorisation.
- Set policies to ensure all appropriate financial practices are in place to meet reporting and audit requirements.
- Ensure all staff who hold responsibility for financial administration receive appropriate training.
- Agree the level of day to day financial management delegated by the Headteacher.
- Arrange for auditing of non-public funds.
- Consider the SDP, Management Plans and the Curriculum when advising the Governing Body, Headteacher and other Committees and

when drawing up a balanced Annual Budget to meet the needs of the school.

- Reporting to the Governing Body by way of:
 - The committee meeting notes which are to be made available to the Full Governing Body meeting; this will be a report on the work of the Committee to the Governing Body.
 - Report all matters that are legal requirements and MUST be taken to the Full Governing Body.

Want To Find Out More?

If you have any questions that are not answered in this area of the website, or if you would like to register your interest in becoming a School Governor, then you can contact:

Mrs L Lobo, Headteacher - via the School Office

Jeannine Reid-Hall, Chair of Governors - via the School Office

Mr Alan O'Neill, Clerk to the Governing Body

Mobile: 07879 848574

E-Mail: alan.oneill@talk21.com

School Governance Unit

020 8 825 5444