



Information sheet for school governors

The governing body has a strategic role as opposed to operational role. They set strategic direction, ensure accountability, and monitor and evaluate to promote school improvement and raise standards and achievement.

The governing body:

- sets strategic direction, objectives, targets and policies;
- reviews progress against the budget, plans and targets;
- approves the College budget;
- acts as a critical friend to the Headteacher and Senior Leadership Team by providing support and challenge; and
- appoints the headteacher.

Although governors do not make unannounced visits, they are encouraged to visit the College for a range of events and link meetings outside of the formal meeting structure. In order to perform this role well, a governor is expected to:

- get to know the school, including by visiting the school during school hours, and gain a good understanding of the school's strengths and weaknesses;
- attend subject link governor meetings and committee meetings regularly;
- attend induction training and regular relevant training and development events;
- attend meetings and read all the papers before the meeting;
- act in the best interests of all the students in the College; and
- behave in a professional manner as set down in the governing body's code of conduct, including acting in strict confidence.

What Makes an Effective College Governor?

- you care about improving children's educational attainment
- you want to work as part of a team and can value and respect the contribution made by different people
- you are willing to listen, learn and to ask questions
- you are open to ideas and have a feel for what is important to people
- you are enthusiastic
- you can commit time and energy
- you will attend relevant training

What Does the Effective Governor need to be familiar with?

- the recent history of the College
- the type of College and the nature of the student intake
- the number of students on roll and projected future numbers informing how the College is staffed, organised and managed
- the status of the College budget
- the contents of the College Performance Plan
- the curriculum provided at the school
- the range of extracurricular activities on offer and the nature of any extended services
- the school policies
- how the school communicates with parents, other schools and the community
- the layout of the buildings, grounds, their suitability and state of repair

At Crookhorn College, the categories of governors are:

- Staff governors (elected by teacher and support staff)
- Parent governors (elected by parents of students registered at the College)
- Co-opted governors (appointed by the governing body)
- Local Authority governor (representative of the Local Authority)
- Partnership governors (appointed by the governing body)
- Headteacher governor (the Headteacher)

Under Section 50 of the Employment Rights Act 1996, if you are employed you are entitled to “reasonable time off” to undertake public duties which includes school governance. This is not defined in law and you will need to negotiate with your employer how much time you will be allowed.

The governing body and College will offer all governors the opportunity to attend training courses to assist them in fulfilling their role.

There are a number of sources of information if you want to find out more about becoming a school governor.

- Contact the Headteacher, Chair of Governors or Clerk to Governors for more information about the role and the College, or speak to one of the existing school governors (contact the school if you would like to do this and we can arrange for someone to call you)
- Visit the following websites:
<https://www.hants.gov.uk/educationandlearning/governors/volunteer>



Additional information for prospective parent governors

The governing body is made up of governors who are representative of the College’s community. To achieve the right balance on a governing body, there are different categories of governors representing different groups of the College’s community (also known as ‘stakeholders’) and each category is either appointed or elected onto the governing body. Parent governors are needed on all schools’ governing bodies. They play a major part in the College’s community and can help to ensure that the governing body keeps a clear focus on making sure that the College provides an effective, safe and stimulating learning environment for all students.

The role of a parent governor is no different to that of the other governors. They have the same equal status and role to fulfil. The governors from each ‘stakeholder’ category are representative of the stakeholder groups, not representatives of the stakeholder groups. They cannot be mandated by any group to take any particular course of action or decision. The first loyalty of all governors should be to their school and the community it serves.

Parent governors are representative of parents and therefore have a responsibility to communicate parents’ views to the governing body as far as they are able. However, they are not delegates obliged to get voting instructions on every item on the agenda and to vote in accordance with the views of some or all of the parent body. If an issue comes to a vote, parent governors must vote for what they personally believe to be in the best interests of the school. Objectivity is essential as parent governors are not there to promote the interests of their own children, but of all children.

Parents recorded as having parental responsibility are eligible to stand or vote in the election as parent governors except where:

- they work 500 hours or more at the school during a school year;
- they are elected members of the local authority;
- and they meet the criteria which exclude anybody from qualifying as a governor.

No special qualifications are required, although enthusiasm, commitment and an interest in education are essential qualities to bring to a governor post. It also helps to be a good listener, taking time to understand the views of different people. The term of office of a parent governor is four years.

To stand as a candidate in any election, you will need to complete the nomination form and return it to the school before the deadline specified. Part of the form will be used to assist parents with voting if an election is required.