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School Governor – Requirements and Information

Being a school governor is a rewarding and challenging experience. Governors provide strategic leadership and work in partnership with the Headteacher and senior leaders to ensure that every child receives the best possible education.

Governors gain knowledge of how the school operates by attending meetings, reading school documentation, analysing data and undertaking regular visits to the school.

The governing body is responsible for oversight and is not involved in the day-to-day management of the school. The Headteacher is responsible for ensuring effective arrangements are in place to secure the best possible educational performance for all pupils.

Individual governors, working alongside the rest of the governing body, have responsibilities to pupils, staff, parents/carers and the wider community. Although some governors (e.g. Parent Governors) represent particular groups, they are not delegates of those groups.

You do not need to be an expert in education to become a governor. We value the experience and skills each governor brings. However, you will be expected to commit to training and to engage actively in the life and strategic development of the school, beyond simply attending meetings.

If you join our governing body, you will serve a four-year term and may complete the term even if your child leaves the school. Being a governor requires time. The governing body normally meets five or six times each year, usually in the evening. Governors are also required to visit the school during the day. Time must be set aside for preparing for meetings, visiting the school and undertaking training.

How the Governing Body Works

Governors are expected to do more than attend meetings. Effective governors visit the school regularly to understand how it operates, carry out purposeful governor visits and produce reports for their colleagues.

Governors are expected to read and understand reports from the Headteacher and senior leaders so that they can question, challenge and support, helping to improve educational provision.

The governing body operates a code of practice which sets out the ethos, professionalism and expectations of governors. The governing body acts as a corporate entity, and governors work collectively. All governors must undergo a Disclosure and Barring Service (DBS) criminal record check before appointment.



A Proud Member of the Symphony Learning Trust

The Symphony Learning Trust is an exempt charity and a company limited by guarantee, registered in England

Company Number: 07941899. Registered office: Glen Hills Primary School, Featherby Drive, Leicester LE2 9NY

Tasks include:

- Getting to know the school—its needs, strengths and areas for development
- Attending meetings
- Working as a member of a team
- Acting and voting in the best interests of the school
- Representing the perspectives of constituencies, where appropriate
- Respecting and supporting all governing body decisions
- Working within governing body policies and legal requirements
- Committing to training and development opportunities

Governors are expected to:

- Attend meetings promptly, regularly and for their full duration
- Prepare for meetings by reading papers and forming views and questions in advance
- Question, challenge and support senior leaders
- Visit the school during the school day
- Be linked to an area of the school's work, e.g. as a Subject Governor
- Participate in governing body decisions
- Work within the agreed code of conduct
- Represent the school within the local community
- Support governing body decisions
- Maintain confidentiality where required
- Take responsibility for their own learning and development, including attending training

As a governor you will not be solving any individual child's problems, dealing with personal issues or discussing individual children.

Who is NOT qualified to stand for election?

A governor must be aged 18 or over at the time of their election or appointment and cannot be a registered pupil at the school. A person cannot hold more than one governorship at the same school.

A person is disqualified from holding or from continuing to hold office as a governor if they:

- Are aged under 18 at the date of their election or appointment.
- Are a current pupil at an academy in the Trust.
- Are incapable by reason of illness or injury of managing or administering their own affairs
- Have been declared bankrupt or, are the subject of a bankruptcy restrictions order or an interim order.
- Have had their estate seized from their possession for the benefit of their creditors and the declaration of seizure has not been discharged, annulled or reduced.
- Are subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986.
- Are subject to an order made under section 429 (2) (b) of the Insolvency Act 1986, which is failure to pay under a county court administration order.
- Are disqualified from being a trustee due to any provision in the Companies Act 2006
- Are disqualified from acting as a trustee due to section 178 of the Charities Act 2011 (or any

statutory re-enactment or modification of that provision).

- Have been removed as a trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of misconduct or mismanagement in administration of the charity for which they responsible or to which they were privy, or which they by their conduct contributed to or facilitated.
- Have, at any time, been convicted of a serious criminal offence.
- Do not consent to a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997 or if such check discloses information which would make that person unsuitable for their role. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Secretary of State to determine the matter. The determination of the Secretary of State shall be final.
- Are absent without the permission of the governors from all their meetings held within a period of six months and the governors resolve that the governor's office be vacated.

A parent who works at the school for more than 500 hours in any consecutive 12 month period is not eligible to stand for election as a parent governor. (If a serving parent governor subsequently starts to work at the school for more than 500 hours in a consecutive 12-month period, they can serve out their term of office.)