



## School Governance at Sussex Road School

Governors play an important part in overseeing the running of the School by working with the Headteacher, the school staff and the council.

Being a governor is a demanding and fulfilling role. You don't need any formal qualifications to become a governor, but you do need an interest in young people and in developing teaching and learning. You'll need to have common sense, be objective, have an open mind and be willing to learn. The Board of Governors regularly complete audits and will usually look for governors with specific skills to complement and strengthen their existing membership.

Being a governor is a serious commitment. The Full Governing Board meet at least once a term, and governors are expected join monitoring pairs/teams who regularly visit the School during the school day and to report findings back to the Board of Governors. Occasionally governors are required to convene additional panels in the event of complaints and appeals made to the School. Training opportunities are routinely made available both on-line and by the Local Authority's Governor Services Team.

### There are a number of types of governors.

The governing body will include the Headteacher, and a staff governor. The rest of the governors may be from the following groups:

Parents	Parent governors are elected by parents of pupils at the school. When there is a vacancy for a parent governor, parents are asked for nominations, and if there is more than one, an election is held.
Local Authority	LA governors are appointed by the Local Authority. They normally have a specific and useful skill or are known for their community work and interest in education.
Co-opted	Co-opted governors are chosen by the governing body. They may possess particular skills or come from a specific group, such as the business community.

Most governors are appointed or elected to serve for a four year term. Whichever type you are, you are there to bring your own views and experiences to the governing body and are not representing the views of others.

## **The Headteacher looks after the day to day management of the School.**

### The Governors' role is to:-

- agree the aims and values of the school
- look at ways of raising standards and promoting effective teaching and learning, so the pupils achieve their full potential
- make plans to support the school in achieving its vision.
- approve and monitor the school's budget and approve school development plans
- help to set and review of statutory policies that provide a broad framework within which the Headteacher and staff should run the school
- monitor and review their school's progress
- make sure individual pupils' needs are met, including additional needs
- produce action plans for improvement following school inspections
- establish and maintain positive links with the local community
- support the day to day operational decisions of the Headteacher

### If you are appointed/elected as a School Governor you will need to:-

- Complete an enhanced DBS clearance check (appointments cannot be confirmed until this process is satisfactorily completed)
- Complete a Business Interest Declaration
- Sign the School's Governor Code of Practice
- Confirm you have read the school's Safeguarding Policies
- Complete appropriate Safeguarding and Radicalisation Training
- Confirm you have read the School's Acceptable Use Policy and understand your obligations under GDPR and confidentiality.
- New Governors are also recommended to attend Local Authority Induction training

Under GDPR by accepting the position of School Governor you agree to your personal data being held by the School, by the clerk to the Governors and to limited details being shared on the School's website and passed to the DfE for their records.

Once the paper work is completed you will be invited to meet with the Headteacher, Chair of governors and/or Clerk to the Board Governors before your first meeting, to enable you to get to know them and ask any questions.

You should also familiarise yourself with the School's website where you will find the following useful information:

- The School's Policies
- A List of the Governing Body Members
- A copy of the school's staffing structure
- A link to the most recent OFSTED report
- Recent Governor Minutes

The Clerk will provide you will other relevant documents.