

JOB DESCRIPTION - SCHOOL GOVERNOR

Purpose of Post

To contribute to the work of the governing body in raising standards of achievement for all pupils which involves providing a strategic view for the school, acting as a critical friend and ensuring accountability.

Reporting Arrangements

There are no formal reporting arrangements, however, the individual governor has a responsibility, working alongside other members of the governing body, to the staff and pupils of the school, the school's wider community and where they are representatives, to their particular constituency (parents; staff; teachers; community; etc.)

Responsibilities include:-

- Appointment of staff and ensuring the implementation of a range of personnel procedures.
- Management of the budget.
- Determining through questioning the aims, policies and priorities of the school.
- Monitoring and evaluating the work of the school by observation and data review
- Setting statutory and non statutory targets for Performance related pay
- Securing high levels of attendance and good standards of pupil behaviour
- Ensuring that all children in the schools have access to a broad and balanced curriculum suitable to age, aptitude and ability, which prepares them for transition to secondary school and adult life
- Ensuring the health and safety of pupils and staff.

Tasks Include:-

- To work as a member of a team.
- To attend meetings (full governing body, committees and working groups).
- To speak, act and vote in the best interests of the school as one perceives them.
- To represent the perspectives of constituents, where appropriate.
- To respect all governing body decisions and to support them in public.
- To act within the framework of the policies of the governing body and legal requirements particularly with regard to confidentiality
- To commit to training and development opportunities.
- To get to know the school: its needs, strengths and weaknesses.
- To attend governor training sessions
- To commit to taking up specific roles i.e H&S, Safeguarding
- To commit to developing a further understanding of educational practices through visits during school time to both school sites