

# **TO: MEMBERS OF THE COMMUNITY**

## **IMPORTANT NOTICE**

### **GOVERNOR VACANCIES**

There are two vacancies on the Local Governing Body of Ormesby Primary School. The Governing Body is now seeking nominations from interested parties.

## **SCHOOL GOVERNORS**

### **GOVERNING BODY MEETINGS**

The Local Governing Body of Ormesby Primary School meets at least once every term (three times a year). There may occasionally be additional special meetings of the Local Governing Body. Governors are also expected to attend standard meetings which usually happen once a term. There is also an expectation that governors will attend induction training provided by Redcar and Cleveland Local Authority and other courses as appropriate. It is estimated that governors need to commit at least 6-8 hours per month to the role. This time commitment does vary depending upon the specific priorities for our SCHOOL at any one time.

### **WHO IS ON OUR GOVERNING BODY?**

Our governing body includes:-

- parents of pupils who go to the school
- staff at the school, including the Headteacher
- trust appointed governors

The composition of the governing body is described in Ironstone Academy Trust's Governance Handbook and Scheme of Delegation document.

### **GOVERNORS' RESPONSIBILITIES**

In conjunction with trustees, the Headteacher and staff, governors play a crucial part in the running of Ormesby Primary School.

It is the responsibility of the Local Governing Body to ensure that the school complies with all policies and procedures established by the Trustees, specifically:

- monitoring the performance of the school;
- ensuring the quality of educational provision;
- evaluating pupil outcomes;
- managing financial, physical and human resources;
- monitoring the performance of the school against targets set and compliance with the trust's procedures; and
- raising any concerns and potential risks with the Trustees.

In addition to these responsibilities, governors may be able to help and support the school in many other ways through their particular knowledge or personal qualities.

### **GOVERNORS' TERM OF OFFICE**

4 years

### **WHAT ARE THE QUALIFICATIONS FOR BECOMING A GOVERNOR?**

The only mandatory requirement is that you are aged 18 or over and not subject to any of the disqualifications listed in the articles of association and application form. It is important that governors are enthusiastic, interested in the education of young people, willing to learn and prepared to commit some time to the important, interesting and rewarding task of governing the school. However, it is also beneficial if governors can offer additional skills - examples might include financial, human resources or premises management, strategic planning, legal expertise, analysis and interpretation of data or previous governor experience. Governors do not make decisions in isolation, but work as part of a team.

### **DISQUALIFICATIONS AND CHECKS**

There are certain circumstances, which would disqualify a person from becoming a governor. These will be detailed within the application form and you will be required to sign a declaration to confirm you are eligible to become a governor.

If appointed by the board of trustees you will be required to complete an application form for an enhanced criminal records disclosure from the Disclosure and Barring Service. There is a duty on the governing body to apply for such a certificate. You will therefore be asked to provide the required documentation immediately after appointment, or present to the Chair an existing enhanced criminal record certificate. You will be disqualified from becoming a governor until you provide a satisfactory DBS.

### **HOW TO BECOME A GOVERNOR**

If you are interested in becoming a governor, please contact the school on 01642 314430 and ask for an application form. Governors and trustees will then consider your application.

Alternatively contact Jonathan Gordon at Redcar and Cleveland Governance Support Service on 01642 837755 or email at [jonathan.gordon@redcar-cleveland.gov.uk](mailto:jonathan.gordon@redcar-cleveland.gov.uk)