



**School governors are one of the largest volunteer forces in the UK. They provide schools with strategic leadership and accountability for educational and financial performance.**

The three core functions of governance are to:

- Ensure clarity of vision, ethos and strategic direction
  - This means that you need to make sure your school has a clear idea of what it wants to achieve, and a plan for how to achieve it
  - Your role is to help set and embed your school's vision, ethos and strategy, and use these to monitor how your school is doing
- Hold leaders to account for the educational performance of the school and its pupils, and the effective and efficient performance management of staff
  - This means you need to make sure that school leaders are using their professional judgement properly and managing the performance of staff and pupils effectively
  - You also need to make sure that the information you get from your school leaders is accurate
- Oversee the financial performance of the school and make sure money is well spent
  - Your role here is to monitor your school's finances and make sure the school is achieving value for money
  - Ultimately, you need to be sure that public money is spent correctly in the best interests of your pupils

## **Responsibilities**

- Develop and embed the school's vision, ethos and strategy
- Support the school to embed the trust's vision
- Establish a culture of high educational standards, which promotes staff and pupil wellbeing
- Make sure all pupils have access to a broad and balanced curriculum
- Monitor school improvement
- Monitor provision for pupils with SEND
- Monitor educational performance, using a range of data sources
- Ensure stakeholders (parents, pupils, staff and the local community) are informed and consulted as appropriate
- Scrutinise the school's budget ahead of approval by the board of trustees
- Approve and review policies, and hold staff to account for their implementation
- Make the school is compliant with legal requirements, including that statutory policies and documents are in place
- Monitor and evaluate the school's financial performance
- Contribute to the performance management of the headteacher
- Be a source of challenge and support to the headteacher
- Monitor and evaluate the school's staffing structure



- › Monitor safeguarding and health and safety in the school
- › Provide information and reports to the board of trustees

An individual governor holds responsibility with all other members of the governing body. As a corporate body, individual governors are protected against any risk to their own assets as a result of the governing body's decision. If governors act honestly and reasonably and within their powers when carrying out their functions, any liability will fall on the governing body rather than on individual members.

## Skills and experience

### Essential:

- › Critical listening and ability to ask effective questions
- › Strategic thinking
- › Excellent communication
- › Problem-solving and analysis

### Desirable:

- › Understanding of data
- › Finance and/or accounting knowledge
- › HR experience
- › Knowledge of education
- › Leadership and management skills
- › Risk management skills
- › Legal expertise
- › Marketing and communications skills

### Personal skills:

- › The ability to be a good listener and express opinions with confidence
- › Fairness and a commitment to equal opportunities
- › A commitment to securing the best educational outcomes for young people
- › The ability to work as a member of a team with tact and diplomacy
- › The ability to respect confidentiality



**Cogenhoe**  
Primary School

## Benefits to you

New skills you'll gain:

- › Strategic planning
- › Experience on a board
- › Holding senior leaders to account and ability to provide challenge
- › Finance, and maintaining oversight of large budgets
- › Analysing data
- › Human resources and performance management
- › Project management
- › Marketing
- › Communication and teamwork
- › Decision making
- › Problem solving

## Additional information

The time commitment for governors on local governing bodies will vary. However, governors are expected to attend six meetings of the local governing body per year (alternating between in school and on Teams). The term of office is four years.

Preparation for meetings includes reading papers and preparing questions for senior leaders.

You will also be expected to undertake any training required to enable you to discharge your role effectively. This would be at no cost to yourself.

Governors are also expected to visit the school while it is open to pupils at least two times per year.

If you would like to know more about becoming a school governor, you can get in touch with the chair of the Local Governing Board, Kate Coulson via the School Office or by emailing [clerk@cogenhoe-school.net](mailto:clerk@cogenhoe-school.net)