



# What does a governor do?

The governing body is made up of two staff members (including the headteacher), governors appointed by Leeds City Council and representatives from the local community. All of whom share in the important job of running the school. It has three core functions:

- Ensuring clear vision, ethos and strategic direction
- Holding the headteacher to account for the educational performance of the school and its students
- Overseeing the financial performance of the school, ensuring money is well spent.

## **Desirable criteria**

No special qualifications are needed other than a commitment to the school and some time to spare. The bringing together of governors from a range of interest groups, in itself, provides a wide range of skills that can benefit the school.

Although any eligible parent can stand for election, we are looking for skill sets in:

- Knowledge and understanding of finance
- Experience in HR and performance management
- Competency in data analysis

Governors will also need to be able to understand that their role is strategic and not operational; build relationships with a range of people; work as part of a team; question and challenge; make connections between different types of information; and represent the school and its community.

Governors need not be experts in the field of education but they do need an interest in the welfare of our young people, and the time and willingness to get involved in strategic oversight. Our parent governors are appointed for a term of four years, and are expected to attend termly evening meetings of the full governing body; sit on one sub-committee and regularly visit the school in a formal capacity for monitoring purposes; visit the school informally at least once a year; read and digest papers and governance information regularly; and commit to attend training and development courses relevant to the assigned governance role.

Our School and all its personnel are committed to safeguarding. This post is subject to references and an Enhanced Disclosure Application to the Disclosure and Barring Service.

Training and support will be available to help you develop into this role and there is an expectation that new governors will attend induction training. Many employers do provide flexible working options to support this position.

Please note that elected governors will be asked to complete a self-declaration proforma to confirm that they are eligible to serve as a governor.



## RESTRICTIONS PREVENTING PEOPLE FROM BECOMING A PARENT GOVERNOR

A parent of a registered pupil at the school is disqualified from standing for election, or being appointed as a parent governor, if he/she is:

- an elected member of Leeds City Council; or
- paid to work at the school for more than 500 hours in any consecutive 12-month period (at the time of the election or appointment).

The restrictions detailed below disqualify the following from becoming school governors:

- people aged under 18;
- registered pupils at the school;
- Anyone included in the list of people considered by the Secretary of State as unsuitable to work with children;
- people who are disqualified from working with children, or subject to a direction, under section 142 of the Education Act 2002;
- people who are disqualified from working with children under sections 28, 29, or 29A of the Criminal Justice and Court Services Act 2000;
- people who are disqualified from registration for childminding, or providing day care;
- people who are disqualified from registration under Part 3 of the Childcare Act 2006;
- people who have been convicted of a crime in the United Kingdom or abroad [see note below]) and who have been sentenced to:
  - three months or more imprisonment (whether suspended, or not/without the option of a fine) in the five years before becoming a member, or since becoming a governor; or
  - two and a half years or more imprisonment in the twenty years before becoming a governor; or
  - five years or more imprisonment at any time;
- people who have been convicted of causing a nuisance, or disturbance on school premises and have been sentenced to a fine in the five years before becoming a governor, or since becoming a governor;
- people whose estate has been sequestrated and the sequestration order has not been discharged, annulled or reduced;
- people who are the subject of a bankruptcy restriction order or an interim order;
- people who are subject to a disqualification order, or disqualification undertaking under:
  - the Company Directors' Disqualification Act 1986; or
  - section 492 (2)(b) of the Insolvency Act 1986; or
  - part 2 of the Companies (Northern Ireland) Order 1989; or
  - the Company Directors Disqualification (Northern Ireland) Order 2002;
- people who have been disqualified from acting as a trustee for a charity by the Charity Commissioners, or the High Court;
- people who have been removed under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management, or control of any body;
- people who are, at any time during their period of office, detained under the Mental Health Act 1983;
- people who refuse to allow an application to the Disclosure and Barring Service for a criminal records' disclosure.

Please note:

This list is only a summary.

Criminal convictions and sentences of imprisonment have the same effect whether they took place in the United Kingdom, or abroad, unless the conviction was for something which is an offence abroad but not in the UK.