



JOB DESCRIPTION FOR BLAKEDOWN PRIMARY SCHOOL GOVERNORS

Being a school governor is a job - it just isn't paid! It is therefore important to be clear about the role and parameters, expectations and limitations of the job. This job description aims to outline the role and expectations of a governor without being unnecessarily prescriptive.

Governors are expected to:

- ✓ Attend meetings
- ✓ Serve on either the learning and development or the finance and resources committee
- ✓ Participate in executive decisions of the Governing body
- ✓ Undertake training development and or self study
- ✓ To work within an agreed code of conduct
- ✓ Represent the school within the community and the community on the local governing body
- ✓ Maintain confidentiality

They may also be expected to:

- ➔ Be attached to an area of the school's work as a link governor
- ➔ Participate in the recruitment of new staff as required
- ➔ Assist with specific project work e.g. income generation and grant applications
- ➔ Sit on disciplinary / complaints panels etc.

Responsibilities:

- Developing the strategic plan
- Monitoring and evaluating the work of the school
- Challenging in order to move the school forward
- With the senior management of the school supporting the management of the schools budget
- Promoting high levels of attendance and good standards of academic and pupil behaviour
- Support the school to ensure the delivery and assessment of the new national curriculum

Tasks include:

- Knowing the schools strengths and areas for development
- Attending meetings (full governing body, committees, working groups and special meetings to discuss important issues and concerns if/when they arise) usually six meetings per year.
- Representing the perspective of constituencies (e.g. Parent, community, church etc.)
- Taking on additional roles/tasks negotiated at the beginning of each year and when the need arises. e.g. holding the school to account for specific subject areas, ensuring health and safety rules are adhered to,

Code of conduct: see attached document detailing the code of conduct (Governor Conduct Policy)