

TO: MEMBERS OF THE SCHOOL COMMUNITY

IMPORTANT NOTICE

CO-OPTED GOVERNOR VACANCY

There is a vacancy for a co-opted governor on the Governing Body of Laurence Jackson School. The Governing Body is now seeking nominations from interested parties.

SCHOOL GOVERNORS

GOVERNING BODY MEETINGS

The full Governing Body of Laurence Jackson School meets at least once every term (three times a year). There may occasionally be additional special meetings of the Governing Body. Governors are also expected to join some of the Governing Body's committees (sub-groups of the Governing Body with responsibility for particular tasks) which usually meet 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
- a governor appointed by the local authority
- staff at the school, including the headteacher
- co-opted governors
- partnership Governors

The composition of the governing body is described in the school's 'Instrument of Government'.

GOVERNORS' RESPONSIBILITIES

In conjunction with the headteacher and school staff, governors play a crucial part in the running of Laurence Jackson School.

The governing body has three core functions:

1. Ensuring clarity of vision, ethos and strategic direction;
2. Holding the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and
3. Overseeing the financial performance of the school and making sure its money is well spent.

In addition to these core functions, 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 SCHOOL GOVERNOR?

The only mandatory requirement is that you are aged 18 or over and not subject to any of the disqualifications listed in the 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 governing body 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 within 21 days after your appointment. You will therefore be asked to provide the required documentation immediately after appointment, or present to the Chair an existing enhanced criminal record certificate. Should you fail to provide the documentation required to apply for a DBS check it would be seen as a refusal to a request for a criminal records certificate therefore disqualifying you from serving as a governor.

HOW TO BECOME A GOVERNOR

If you are interested in becoming a governor, please contact Dawn Anderson on 01287 636361 and ask for an application form. Governors will then consider your application.

Deadline for applications is 1 November 2018.

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