

## BANWELL PRIMARY SCHOOL

### Information for Potential Governors

#### ***What governors do***

Governors have a vital role. We help set the strategic direction of the school and make sure it delivers on its responsibilities. We work alongside the school's senior leadership team to set targets, formulate school policy, and plan for future development, to ensure the school's ongoing improvement and success. Governors do not manage the day-to-day running of the school (which is the responsibility of the headteacher and leadership team), but we do set the framework that should ensure the school runs effectively.

#### ***The commitment***

The term of office is four years. However, if your circumstances change, as a volunteer, you can resign at any time. You will need to be able to commit 5-10 hours each term (on average) as a governor. School governors, like magistrates or members of a jury, have the right to reasonable time off work for their public duties (although this may be unpaid). You can ask your company's Human Resources (HR) department for its policy. Our formal governor meetings are held on weekday evenings.

#### ***Training***

Training and support is available for new governors, and we will partner you with one of existing governors to give you guidance and answer any questions that you have. Those new to being a governor will be expected to attend induction training.

#### ***Skills you need to have***

A key role of governors is holding the school leadership team to account robustly and effectively. For this, it is important that you have a questioning mind, are diplomatic, and a good team player. To contribute effectively, you need to be literate and numerate. No specific skill set, background or experience are required: enthusiasm, time and willingness to participate in discussion and decision are great starting points, and will enable you to make a valuable contribution to the governing body's work.

#### ***What our governors do***

All governors attend Full Governing Body meetings (usually six a year/one each term) and each governor is also a member of one of the governor sub-committees (determined by their skill set and experience). Each of these meets four times a year. As well as attending meetings and taking part in the discussion and decisions, you will need to read the meeting papers beforehand, and undertake some actions afterwards. We also have governor committees for pay and performance management, and sometimes form panels to consider staff or pupil matters. Most governors have a "lead role", which involves meeting with members of staff to find out about progress with the agreed objectives of the School Improvement Plan, and writing reports about these to inform other governors.

#### ***Interested - and want to find out more?***

You can find out more about the role of school governors on the National Governance Association (NGA) website at [www.nga.org.uk](http://www.nga.org.uk), and about the governors at Banwell Primary School in the "[Meet the Governing Body](#)" page of the school website. (It's in the "Our School" section.) You can contact the Clerk to Governors [Cathryn Butler] at [cathryn.butler@banwellprimary.co.uk](mailto:cathryn.butler@banwellprimary.co.uk). The School Office Team can arrange for a telephone conversation if you'd prefer that. Cathryn can answer questions, provide more information, and arrange for you to speak with a current governor.

Being a governor is an important and rewarding role. If you think it's one for you, please do get in touch. We'll be very glad to hear from you.