

Role profile – Governor

Role purpose

The Local Governing Committee (LGC) provide focused governance for the CEE Trust at a local level, providing oversight and leadership to the school in accordance with the authority set out in the scheme of delegation. Governors are responsible for carrying the Trust vision forwards, based on the specific qualities and community characteristics of the individual school.

Governors monitor key performance indicators and should actively support, question and challenge school leaders to ensure high standards of achievement for all children. Governors should also act as ambassadors for the school.

The day-to-day management of the school remains the responsibility of the Headteacher.

Key responsibilities

The core roles of the Local Governing Committee are:

1. Contributing to the vision, ethos and strategic direction of the school

- uphold the values of the CEE Trust by example and ensuring that the values are reflected in governing body discussions and decisions and promoted throughout the school
- agree clear and ambitious strategic priorities and targets for the school
- ensure that all children, including those with special educational needs, have access to a broad, balanced and engaging curriculum
- review the school's staffing structure and key staffing policies
- the principles to be used by school leaders to set other school policies

2. Hold the head teacher to account for the educational performance of the school and its pupils, and the performance management of staff

- agree the outcomes from the school's self-evaluation and ensure they are used to inform the priorities in the school development plan
- consider all relevant data and feedback provided on request by school leaders and external sources on all aspects of school performance
- ask challenging questions of school leaders
- ensure senior leaders have developed the required policies and procedures and the school is operating effectively according to those policies
- act as a link governor on specific issues and conduct monitoring visits with relevant staff, reporting back to the governing board
- serve on panels, when required, to appoint staff in the school or hear discipline, admissions and appeals cases.
- ensure that the school's stakeholders: pupils, parents, staff, and the wider community, including local employers are kept informed to the work and progress of the school

3. Oversee the financial performance of the school and making sure its money is well spent.

- ensure the school staff have the resources and support they require to do their jobs well
- monitor the school's budget, including the expenditure of the pupil premium allocation
- monitor and review expenditure on a regular basis and ensure compliance with the overall financial plan.
- maintenance of the school estate in accordance with guidelines established by the Trust
- implementation of the Trust's procurement policies

Governor legal obligations

As a delegated committee of the Trust Board, Governors have no legal obligations or liability in respect of the school.

All those appointed to the Board are expected to fulfil their duties in accordance with the seven principles of public life (the Nolan Principles); selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Governor meetings

The Local Governing Committee will normally meet once each half-term at the school.

Governors are expected to undertake monitoring visits in line with the school's priorities including a Learning Walk once per term focusing on a specified area, as agreed in the school monitoring plan. Governors are required to participate in training to enable the effective discharge of their duties.

The term of office of each governor is four years.

Person specification

Skills required:

- Critical listening and the ability to ask effective questions
- Strategic thinking
- Communication skills
- Problem solving and analysis
- Planning and organisational abilities

Competencies across the Local Governing Committee

- Sound financial and risk management expertise.
- Knowledge of HR practices and policies
- Leadership and management skills
- Knowledge of the law, particularly knowledge of charity law
- Risk management experience
- Property/estates management
- Marketing and communications skills
- Broad understanding of the education system including teaching and learning.
- Experience of educational governance.
- Links with the local/regional community and its economy.