

GUIDELINES FOR GOVERNORS

WHAT ARE GOVERNORS FOR ?

Our Local Governing Body:

- Shapes the academy's aims, values and ethos.
- Promotes high standards of education.
- Plans the academy's long-term future.
- Ensures proper financial management of the academy.
- Communicates openly with parents and the local community.
- Supports and challenges the academy to improve.
- Monitors and evaluates all aspects of the academy and reports back to the Trustees.

Governors govern rather than manage and are there to give direction and focus by performing a vital strategic role.

WHAT ARE THE REWARDS OF BEING A GOVERNOR ?

Places of learning are fascinating places and by being involved as a governor you are:

- investing in the next generation;
- using your personal qualities and expertise to help the academy, its pupils and staff;
- developing new skills;
- acquiring new knowledge;
- making new friends;
- developing a sense of partnership and involvement in the community.

It is important you:

- Listen
- Think
- Ask challenging questions
- Take an interest in the life and work of the academy

Expenses incurred for travel and childcare will be reimbursed to governors attending meetings and training sessions.

BEING A GOVERNOR INVOLVES:

1. Formal meetings

Our local governing body meets a minimum of six times a year, with two committees responsible for Finance & Resources, and Learning & Development. Meetings take place on at 5.30 pm at the academy. Some reading will be necessary as preparation for these meetings.

2. Academy Visits

The best way to get to know the academy is to see it in action. On being appointed a Parent Governor you will be 'linked' to an area of school development and required to plan visits with this as the focus. You will be asked to write a report on your visit and this will be shared with the headteacher and other governors.

3. Training courses

Governors are encouraged to attend courses and training programmes run by KCC. These courses are free, and are designed to equip you with knowledge, skills and confidence in a whole range of areas. You will be asked to write a brief report on any training you attend so that any points of interest might be shared by the governing body. If you find it difficult to attend training sessions there are opportunities to take part in e-learning visiting www.elc-gel.org/home or www.moderngovernor.com

OUR LOCAL GOVERNING BODY

There are currently 9 governors on the LGB. The Headteacher is ex-officio and will attend meetings and there are occasions when other members of academy staff are invited to meetings. All our governors have equal status and rights. The strength of our governing body lies in its collective authority and responsibility. We work in a close and balanced partnership with the Headteacher and her senior leadership team, who, as lead professionals, have a duty to advise and assist the local governing body to carry out its functions.

TERM OF OFFICE

A Governor's term of office is four years. Governors can, of course, resign at any time but if you want to be an effective governor and provide stability and continuity you should ideally commit to the term of office agreed by your governing body. The Chair and Deputy Chair of Governors serve for 2 years.

DISQUALIFICATION

Governors become disqualified:

- if they are subject to certain criminal convictions or become bankrupt;
- if, without the permission of the local governing body, they fail to attend a meeting of the local governing body for six months from the date of the first meeting missed.

TIME OFF FROM WORK

Employers must give employees who are governors 'reasonable time off' to carry out their duties – but they do not have to give time off with pay. The employer and employee should agree on what is 'reasonable time off'.