



Fynamore Community School
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Headteacher: Ms Sarah Weber
Deputy Headteacher: Mrs Jackie Zenonos

Role:	Governor (Staff, Parent, LA, Co-opted) and Associate Member
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Main purpose:	<p>All governors regardless of their constituency are elected or appointed with one common purpose – to govern the school in the best interest of pupils.</p> <p>All governors contribute to the work of the governing body in securing high standards of achievement for all children and young people in the school. Governors’ role is to contribute to strategic discussion and to hold senior leaders to account by monitoring school performance and ensuring that money is well spent.</p>
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Main duties	
1.	Together with other members of the governing body to be responsible for the strategic management of the school and setting the school’s vision, values and ethos.
2.	Together with other members of the governing body to promote high standards of educational attainment, set targets for pupil achievement and ensure a broad and balanced curriculum.
3.	Together with other members of the governing body to hold the senior leaders to account by monitoring the school’s performance.
4.	Together with other members of the governing body to take general responsibility for the conduct of the school, manage the school’s budget, participate in the appointment of senior leaders and regulate school conduct and discipline.

General tasks and expectations

- To contribute to the strategic discussions at governing board meetings which determine:
 - the vision, values and ethos of the school;
 - clear and ambitious strategic priorities and targets for the school;
 - that all children, including those with special educational needs, have access to a broad and balanced curriculum;
 - the school's budget, including the expenditure of the pupil premium allocation;
 - the school's staffing structure and key staffing policies; and
 - the principles to be used by school leaders to set other school policies
- To hold the senior leaders to account by monitoring the school's performance. This includes:
 - agreeing the outcomes from the school's self-evaluation and ensuring they are used to inform the priorities in the school development plan;
 - considering all relevant data and feedback provided on request by school leaders and external sources on all aspects of school performance;
 - asking challenging questions of school leaders;
 - ensuring senior leaders have arranged for the required audits to be carried out and receiving the results of those audits;
 - ensuring senior leaders have developed the required policies and procedures and the school is operating effectively according to those policies;
 - acting as a link governor on a specific issue, making relevant enquiries of the relevant staff, and reporting to the governing board on the progress on the relevant school priority; and
 - listening to and reporting to the school's stakeholders: pupils, parents, staff, and the wider community, including local employers.
- To ensure the school staff have the resources and support they require to do their jobs well, including the necessary expertise on business management, external advice where necessary, effective appraisal and CPD and suitable premises, and that the way in which those resources are used has impact.
- When required, to serve on panels of governors to:
 - appoint the head teacher and other senior leaders
 - appraise the head teacher, set the headteacher's pay and agree the pay recommendations for other staff
 - hear the second stage of staff grievances and disciplinary matters
 - hear appeals about pupil exclusions

- In order to perform this role well, a governor is expected to:
 - get to know the school, including visiting the school occasionally during school hours and gaining a good understanding of the school's strengths and weaknesses and the steps necessary for improvement;
 - attend induction training and regular relevant training and development events;
 - attend meetings (full governing board meetings and committee meetings) and read all the papers before the meeting;
 - speak, act and vote in the best interests of all the pupils of the school – governors are not a representative of the group that elected them;
 - behave in a professional manner, as set down in the governing board's code of conduct, including acting in strict confidence;
 - respect all governing body decisions and to support them in public, even though you may have spoken against a proposal during a debate at a meeting;
 - work as a member of a team; and
 - act within the framework of the policies of the governing body and legal requirements.

Decision making

Decisions are made by the governing board as a whole or its constituent committees, where permitted by the scheme of delegation. Individual governors have no 'power' as such and cannot act or speak on behalf of the governing body.

New governors may attend meetings in an observer capacity only prior to understanding and agreeing to the governor code of conduct. This is updated annually.

Associate members of the governing board may attend full governing body meetings and are entitled to receive papers relevant to these meetings. They are not governors and therefore do not have a vote in governing body decisions, but may be given a vote on some or all decisions made by committees to which they are appointed (including a vote for admissions, pupil discipline, the budget and financial commitments of the governing body). Associate members cannot vote on issues relating to the performance management of the headteacher or staffing panels/appeals.

Membership

All governors may be a member of the Leadership and Management Committee or the Monitoring and Evaluation Committee as well as the full Governing Body; and may be elected to sit on other panels as permitted by the Scheme of Delegation.

Limitations

Parent and Staff Governors are not elected to represent the interests of their stakeholder group and should not expect their role to proffer additional operational information of parent or staff curiosity not related to the key functions outlined above.

Staff Governors may not sit on the Discipline Committees, Headteacher's Performance Review Panel or the Pay Panel.

Staff or Parent Governors may need to declare an interest in a meeting (if the discussion requires it) and should inform the Chair as soon as any interest becomes apparent.

Knowledge and skills

The ability to meet the requirements of the main duties (with training as required).

All governors are responsible for delivering or identifying training to ensure that they and the wider Governing Body remain skilled and knowledgeable.

Governors may be assigned a delegated or link role or a position with additional levels of responsibility (e.g. chair of a committee). These are covered by separate role descriptions.

Available support

Professional advice is available from the Clerk and the Chair of Governors.