



Parent Governor (HR/Finance)

Purpose of the Role:

The school's Governing Board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

As a Parent Governor, you'll work with the board to ensure it effectively carries out the duties referred to above. To be a Parent Governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing board delivers effective governance

To complement the current membership, the Governing Body is particularly keen to recruit within the skillsets of: Human Resources, Finance and Property Management and Education

Expectations of Governors

Governors attend a Full Governing Body meeting at the start of the year, each term and the end of the year (four in total). They also commit to attending one or more of the three committee meetings held half termly (Personnel, Curriculum Standards and Effectiveness and Resources).

Governors also act as link governors for specific roles within the school, for example, safeguarding, admissions, pupil premium.

General Governor Duties

1. To ensure that the school's ethos, vision and strategic direction is clearly defined.
2. To hold the Headteacher to account for the educational performance of the school.
3. To ensure that the school's financial resources are effectively deployed towards the development of facilities and the effective provision of education.

Financial Duties

1. Full Governing Body approve school's annual budget as provided by the Headteacher.
2. **The Resources Committee:**
 - Works with the Headteacher to set financial priorities
 - Evaluates the effectiveness of spending decisions made by the school
 - Has formal responsibility for ensuring specific grants are being spent in line with DfE guidelines

Personnel Duties

1. **The Personnel Committee:**
 - Work with the Headteacher to ensure that an effective staffing plan is in place
 - Support the school in personnel panels include disciplinary/grievance/redundancies and absence processes
 - To approve HR policies in line with guidance from LLC and statutory guidelines
 - To have formal responsibility in managing staffing appointments for roles at Deputy Headteacher or Headteacher level

Our school is committed to safeguarding and promoting the welfare of children and upholding fundamental British values and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a Disclosure Barring Service Check.

We seek to promote diversity and equality of opportunity - applications are welcome from all, irrespective of gender, race, marital status, age, disability, sexuality, religion or faith. We also promote and practice the key Fundamental British Values to both staff and pupils.