

PARENT GOVERNOR VACANCY

HIPSBURN PRIMARY SCHOOL

Do you have

- An interest in all our children's futures
- Time, energy and enthusiasm
- A desire to make a difference
- Readiness to accept responsibility
- An ability to work as a team
- The willingness to ask questions, listen and learn?

Then you could have what it takes to join one of the largest volunteer groups in the country by becoming a school governor at Hipsburn Primary.

We have 1 vacancy for a Parent governor on the governing body and we need a parent of a pupil registered at the school to make a difference in our school community by volunteering for this role. Being a Governor is a rewarding and effective way of making a voluntary contribution to your community and to the lives of local young people. Parent governors need to have a child at school and a commitment to the whole school's success and are representatives from the parent community, not spokespersons. As a Parent governor, you will normally hold office for a period of four years, even if your child leaves the school during this time.

We are particularly looking for a parent with skills in the following areas: Special Educational Needs and Disability (SEND); finance; marketing; health and safety and premises/estates.

What are Governors?

Governing Bodies are strategic leaders in school and together with the Headteacher they set the aims and objectives of the school in line with national guidelines and monitor progress.

Governors oversee the school's budget, resources and performance but are not involved in day to day operational decisions, activities, teaching or fundraising. There is a governors code of conduct that all members must adhere to; a copy can be seen on the Governor noticeboard in the corridor outside the school office.

Workloads fluctuate but you can reasonably be expected to dedicate 8 hours per term to your role. Full governing body meetings and sub-committee meetings, which you will also be a member of, are held every term¹ and comprise parents, teachers, co-opted individuals, and community and local authority appointed representatives. Full governing body

¹ At Hipsburn, governors meetings are scheduled for the year by September. Dates for the 2019/20 academic year are as follows: Sub-Committees – 15th October, 28th January and 19th May. Full Governing Body – 19th November 2019, 25th February 2020 and 30th June 2020.

meetings begin at 4.30pm and sub-committee meetings are from 3.45pm. You will also be required to read briefing papers and minutes ahead of meetings, allow time to complete actions assigned to you, take a 'lead' responsibility and undertake monitoring and evaluation visits within school hours. Your employer may allow you paid or unpaid leave to fulfill your duties.

No previous experience of governance or education is necessary but some training, provided by Northumberland County Council, is mandatory. A DBS clearance check will be conducted if you are appointed.

Interested? Take a look at these links to understand more

<https://www.nga.org.uk/Governance-Recruitment/Be-a-school-governor-or-trustee.aspx>
and <http://northumberlandeducation.co.uk/governors/>

Any of the current governors will be happy to speak to you and provide more information; their names can be found here:

http://www.hipsburn.northumberland.sch.uk/website/meet_the_governors/103163

If you wish to be considered for the vacancy please complete and return the Nomination Form and Personal Statement in a sealed envelope labelled 'Parent Governor Nomination' to the school office **by 3.15pm on Friday 11th October 2019**.

All nominees will be given notice of receipt of their nomination on **Monday 14th October 2019**. If more than one candidate is nominated, there will be an election and I will notify all parents/carers of the election date and issue the personal statements provided by the candidates.

Paper copies of this document are available from the office on request.

Yours sincerely

Mr K Moloney

Headteacher/Returning Officer