

## **St. Catherine's C of E Primary School, Hoddesdon.**

There is currently one vacancy for a parent governor on the St. Catherine's Governing Board. If you would be interested in becoming a parent governor, these are the things you need to know: -

The term of office for parent governors is a maximum of 4 years, at which the post holder would be required to stand again if they wished to continue.

**All school governors** contribute to the work of the governing board in ensuring high standards of achievement for all children and young people in the school by: -

- Setting the school's vision, ethos and strategic direction;
- Holding the headteacher to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

In addition to being responsible for the overseeing the School's vision, accountability and financial performance, the governing board appreciates the need to demonstrate diversity and inclusivity in its own membership, and to scrutinise its own composition and operations from an equality perspective. The need for the board to reflect the community which it serves is acknowledged, together with the benefits that such diversity brings in leading to a more robust, more informed and ultimately more effective governing board.

**A parent governor** works with the governing board to ensure it effectively carries out the duties referred to above. They also play a vital role in ensuring that the board is connected with, and is aware of the views of, parents and the local community. The prime purpose of the Parent Governor, is to fulfil the role of a governor of the school (as listed below), **not to be solely an advocate of parents**. The Parent Governor is expected to bring forward their insight and knowledge as a parent/carer to the Governing Board.

**A parent governor** is a person elected to their position by the School's parent community. The election process is managed by the school and you will be given instructions if you decide to apply for a post. As a parent governor, you may have an area of specialist knowledge or experience or bring a wide range of skills and experience to your role as a governor. As a parent governor, you act in the best interests of the school and wider community and cannot be mandated to take a particular stance on issues. As an effective parent governor, you:

- support the aims of your school;
- visit and get to know your school;
- take on a 'link-governor' role where you work closely with a member of school staff to focus on a particular curriculum area or aspect of school management (e.g. Numeracy, Literacy, Safeguarding, SEND, Finance)
- work in partnership with the headteacher, senior leadership team and other governors to raise standards and improve outcomes for all children;
- prepare for meetings by reading papers beforehand;

- take responsibility for your own learning and development as a governor including attending training;
- attend full governing board and relevant committee meetings promptly, regularly, and for the full time;
- read briefings and newsletters for governors;
- be loyal to the decisions made by the governing board;
- respect the confidentiality of governing board affairs;
- declare an interest and withdraw from any meeting where you, a partner or close relative or associate stands to gain, or where you are so close to a matter discussed it is difficult to be impartial;
- have regard to the broader responsibilities as a governor of a public institution in regard to promoting accountability for the actions and performance of the governing board.

**As a parent governor** you will be expected to take on some specific responsibilities and commit allocated time for meetings on the following basis:

- Attend 4 Full Governing Body Meetings (FGB) each year; one meeting per term (including an additional, Budget meeting, in the summer term). Meetings will be 1 hour 30 minutes to 2 hours in length.
- Join the Resources Committee or School Improvement Committee. These committees meet once each term for 1 hour to 1 hour 30 minutes.
- Take on a Link Governor role. Link governors meet with school staff, at least once per term, to monitor an aspect of the curriculum or school management.

If you are interested in becoming a parent governor at St. Catherine's School you can find out more by contacting the Headteacher or the Chair of Governors via [admin@stcaths.herts.sch.uk](mailto:admin@stcaths.herts.sch.uk)

Regards

P. Falconbridge  
Chair of the Governing Board.