



Governor Job Description

Purpose:

To contribute to the work of the Local Governing Body (LGB) and be committed to improving education and ensuring high standards of achievement for ALL children and young people in the school by:-

- Setting, in consultation with Trustees, the Headteacher and Senior Leadership Team, the school's vision, ethos and strategic direction.
- With the Trust's CEO, holding the Principal to account for the educational performance of the school and its pupils.
- Overseeing the delegated Budget of the school and making sure its money is well spent.

Governors should work towards the Trust's and LGB's objectives, and vote and contribute as an individual and not as a delegate for any personal agenda. In so doing they must show respect for the views and feelings of colleagues.

In addition, Governors are expected to support the Principal and staff with the appropriate advice and guidance.

Term of Office:

The normal term of office is a fixed period of four years. However, they may be re-elected/re-appointed for a further term(s) provided they remain eligible.

Responsibilities:

As part of the LGB team, a governor is expected to:

- Contribute to the strategic discussions at the appropriate LGB panel and business meetings which determine:
 - The vision 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, succession planning and key staffing policies
- The principles to be used by school leaders to set other school policies.
- With the CEO, hold the senior leaders to account by monitoring the school's performance, this includes:
 - Agreeing the Strategic School Development Plan and monitoring the effectiveness of its implementation
 - Considering all relevant data and feedback provided by school leaders and external sources on all aspects of school performance.
 - Asking challenging questions in a constructive way of school leaders.
 - Ensuring senior leaders have developed the required policies and procedures and the school is operating effectively according to those policies and procedures.
 - Acting as a link governor to a designated department, making relevant contact, and reporting to the LGB on their involvement.
 - Listening to and reporting to the school's stakeholders; pupils, parents, staff, and wider community, including local employers.
- Ensure that value for money is secured from available resources and that school staff have as much support as possible to do their jobs well. This includes having the necessary expertise on business management; external advice where necessary; effective appraisal and CPD; suitable premises; and ensuring that the way in which those resources are used has impact.
- When required, serve on panels and other sub-groups to:
 - Consider key aspects of the work of the school, notably the Curriculum and Achievement Panel and the Pastoral Panel.
 - Appoint the Headteacher and participate in the appointment of other staff as appropriate.
 - Participate in Panels to hear Pupil Exclusion Appeals, Teachers' Pay Appeals and the second stage of staff grievances and disciplinary matters.
- Chester International School is part of The Learning Trust, a Multi-Academy Trust. The Trust has ultimate responsibility for the strategic direction, performance, and finances of all its schools but delegates significant responsibilities to each of its schools and their LGBs under a Scheme of Delegation. All Governors are required to

act in accordance with this Scheme of Delegation and the Trust's Code of Conduct for Trustees and Governors.

Expectations of Governors:

In order to perform this role well, a governor is expected to:

- Act in the best interest of all the pupils at the school.
- Regularly attend meetings (normally held from 5.30pm to 7.30pm on weekdays) and read all the relevant papers before the meeting. If it is not possible to attend in person, either virtual attendance (where possible and agreed in advance with the Chair) or the provision of a written commentary and opinions in advance, to be read out by the clerk at the meeting.
- Attend Basic Awareness Safeguarding training (usually every three years).
- Undergo the Enhanced DBS check.
- Act in accordance with the school values in line with the 10 IB character traits.
- Behave in a professional manner, as set out in the 'Member's, Trustee's, and Governor's Code of Conduct', including acting in strict confidence.
- Treat all staff, students and fellow governors with courtesy and respect.
- Get to know the school by visiting the school occasionally during school hours and gain a good understanding of the school's strengths and weaknesses.
- Take responsibility for ensuring they have the knowledge and training necessary to perform effectively including completing a Skills Self-assessment, attending induction training and regular relevant training and development events, undertaking personal research (e.g. school performance) and pro-actively seeking advice and information from the Principal, Clerk, other members of staff or fellow governors as required.
- Participate in any review of performance and contribution undertaken by the Chair of Governors
- Keep up to date with education policy.