

## **The Role of the Governing Board**

### **How to Become a Governor**

School governors and associate members are people who want to make a positive contribution to children's education.

Governors and associate members are one of the largest volunteer forces in the country and have an important part to play in raising school standards.

#### **Who can become a governor?**

There are no particular qualifications or requirements to volunteer to be a governor or associate member. However, governing boards will probably be looking for some of the following:

- individuals who are enthusiastic about contributing to improving the outcomes for all pupils and inevitably the local and wider community;
- individuals who are aware there is a commitment involved ie time;
- individuals who may have some specialist knowledge/experience that they can bring ie accountant, health and safety, a knowledge of educational establishments;
- individuals that bring their own perspective, they are not there to represent others views;
- individuals who work as part of a team;
- individuals who are willing to ask questions;
- have a willingness to learn;
- accept that there may be a need to upskill by attending training;
- understand that there is a requirement for a DBS check;
- accept and appreciate the importance of confidentiality;
- understand that all governors have the same roles and responsibilities once part of a governing board;
- someone over the age of 18 years.

#### **Associate Member**

Associate members are not governors, and so do not have a vote at full governing board meetings. However, they are entitled to attend those meetings and to be sent the papers for them. The definition of associate member is wide and pupils, school staff and people who want to contribute specifically on issues related to their area of expertise (for instance, finance) can be appointed as associate members.

#### **How can you become a governor or associate member?**

There are different categories of governors and at certain times governing boards will have vacancies they need to fill. Schools use a number of ways to advertise vacancies such as posters in shops, Post Offices, libraries, leisure centres, school website and school newsletters - keep an eye out for those. If you are a parent at a school look out for letters in school bags, emails, and text alerts from school.

Alternatively, you can inform a school that you are interested in becoming a governor or associate member directly. The governing board would then have your expression of interest for any future vacancies you may qualify for.

There are some organisations that are specifically set up to offer the facility where a governing board or an individual can register their vacancy or interest, which is then held for a 'match

making' process. You can find details of a few organisations that offer this service below you may want to consider registering with:

- [Inspiring Governance](#) is an organisation funded by the Department for Education. You can contact them by email [info@educationandemployers.org](mailto:info@educationandemployers.org) or call them on 0207 566 4880.
- [Governors for Schools](#) can be contacted by email at [info@governorforschools.org.uk](mailto:info@governorforschools.org.uk) or call them on 020 7354 9805.

## **Recruitment of Governors**

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The Governor Support Team would like to direct you to some resources which may be helpful in the sourcing of and recruitment of governors, trustees and associate members:

- [Governor recruitment poster for schools](#), can be adapted to be used to advertise your vacancies in your local community
- Anyone contacting your school who wants to find out more about the role of a governor/trustee, you could direct them to the following sites where there a numerous resources available:

- [About the role - Inspiring Governance](#)

- [About the role - Governors for Schools](#)

When considering recruitment, it is always useful to consider the number on your governing board. A governing board can reconstitute at any time. Reconstitution is a legal process which has to be undertaken through the Local Authority, and in consultation with the Diocese and foundations as appropriate. A Skills Audit may assist a governing board when undergoing the [Reconstitution Process](#).