

Parent Governor Vacancy



OAKFIELD ACADEMY
BELIEVE AND ACHIEVE

December 2019

Dear Parents,

We have openings for Parent Governors on Oakfield Academy's Governing Body. These roles are open to all parents with responsibility for children at the academy. Being a governor will give you the opportunity to help shape and guide the progress of Oakfield Academy, steering the development of our vision and ensuring that the academy works efficiently and effectively towards achieving its vision. The governing board build a thorough knowledge of the academy and its community, by both supporting and constructively challenging and by ensuring accountability and compliance. We are particularly interested in hearing from candidates who have experience or interests in SEND, Safeguarding, HR, Careers or Finance. Both training and support are available for these roles.

Below you will find some further information about being a governor but if you have questions please feel free to contact me at khellard@educ.somerset.gov.uk or telephone 01373 462539 for more information.

If you wish to stand as a candidate for this interesting and challenging position, please complete and return the following Application form in a sealed envelope to the academy office (marked "Parent Governor Nomination Application") to arrive no later than Friday 10th January 2020.

Yours sincerely,

**Kate Hellard
Chair of Governors**

Additional Information:

Training is available to all governors, and terms of governance last for 4 years.

Time Commitment

As a Parent Governor at Oakfield Academy you will be expected to attend all meetings of the full governing body (approximately four per year) and, depending on which committee(s) you join, up to 4 other meetings each academic year. Full Governing Body meetings are held in the evening with a start time of 7pm, usually on Tuesdays. Other committees are held at mutually agreed times and days.

You will also be expected to be able to come into the academy to perform monitoring visits as required. This is an important part of our work as governors and requires governors to visit during school hours.

Responsibilities

Develop the Academy's vision and strategy.

Establish and set a culture of high educational standards, which promotes staff and pupil wellbeing.

Ensure all pupils have access to a broad and balanced curriculum.

Monitor provision for pupils with SEND.

Monitor educational performance, using a range of data sources, written reports and verbal feedback.

Ensure stakeholders (parents, pupils, staff and the local community) are informed and consulted as appropriate.

Approve the budget.

Monitor and evaluate financial performance.

Approve and review policies and hold staff to account for their implementation.

Ensure the academy is compliant with legal requirements, ensuring that all statutory policies and documents are in place.

Monitor, evaluate and approve the staffing structure(s)

Monitor health and safety in the academy.

Work in co-operation with professional advisors having regard to any guidance they issue in addition to working with those involved in local academy governance.

Essential Skills and Experience:

Critical listening and ability to ask effective questions

Strategic thinking

Excellent communication

Problem-solving and analysis

Desirable:

Finance and/or accounting knowledge

HR experience

Knowledge of education

Leadership and management skills

Risk management skills

Legal expertise in charity law

Marketing and communications skills

ELIGIBILITY RULES

I am aged 18 or over at the date of this election or appointment.

I do not already hold a governorship of the same Academy (unless renewing a current position).

I am not subject to a bankruptcy restrictions order or interim bankruptcy restrictions order; a debt relief restrictions order or an interim debt relief restrictions order.

I have not had my estate sequestered and the sequestration order has not been discharged, annulled or reduced.

I am not subject to a disqualification order or disqualification undertaking under the Company Directors Act 1986; a disqualification order under and a disqualification undertaking accepted under the Company Directors Disqualification (N Ireland) Order 2002, an order made under section 492 (2) (b) of the insolvency Act 1986 (failure to pay under county court administration order).

I have nor been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners of High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of anybody.

I am not included in the list of people considered by the Secretary of State as unsuitable to work with children.

I am not disqualified from working with children or subject to a direction under section 142 of the Education Act 2002; or disqualified from registration for child minding or providing day care or disqualified from registration under Part 3 of the Childcare Act 2006.

I have not received a sentence of improvement (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor.

I have not received a prison sentence for 2.5 years or more in the 20 years before becoming a governor, or at any time received a prison sentence of 5 years or more.

I have not been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election of governor.

I will not refuse an application being made to the Disclosure and Barring Service for a disclosure and barring certificate.

