



# Finchampstead C of E (Aided) Primary School

The Village, Finchampstead, Wokingham, Berkshire RG40 4JR

An enriching education in a welcoming Christian environment

## **BECOMING A GOVERNOR AT FINCHAMPSTEAD CofE (AIDED) PRIMARY SCHOOL**

Could you spare the time to become a Governor on our friendly Governing Board?

Our Head Teacher and Senior Management Team are responsible for day to day operational management of the school. In contrast, the role of the Governing Board is three-fold:

1. Ensuring clarity of vision, ethos and strategic direction for the school
2. Holding the Head Teacher to account for the educational performance of the school and its pupils, and the performance management of staff
3. Overseeing the financial performance of the school and making sure its money is well spent

You may not have done anything similar in the past and most Governors juggle the role with full time jobs or commitments elsewhere. You will receive full training from Wokingham Borough Council, training from the Diocese of Oxford and support from the rest of the board.

The commitment for all Governors will be:

- **Monthly Full Governing Board** meetings, usually on a Tuesday evening from 7:15pm to 9:30pm, which cover all topics, except sensitive staffing issues which are discussed in detail by a sub-committee. One meeting per half term is held in school with all other meetings online via Teams.
- **Where possible, going into school** to understand its operation and gain insight on improvements that can be made. All visits must be arranged in advance with the Head Teacher.
- **A full day Governors' training day** - typically happens during a school day in the Summer term.

The Governing Board is made up of thirteen governors, of which two are Parent Governors with children at the school, one is a Staff Governor, one is appointed by the Local Authority, five are Foundation Governors appointed by the PCC, two are Foundation Governors appointed by Oxford Diocese, the Head Teacher, the Rector of St James's Church and one Co-opted Governor appointed by the Governing Board. .

The role of the Governing Board includes key activities such as:

- Managing all aspects of the school's operation with the support of both Wokingham Council and various statutory and advisory bodies
- Advising and supporting the Head Teacher who provides operational management for the school

**Headteacher: Mrs J Vanstone**

**Telephone: 0118 973 2166**

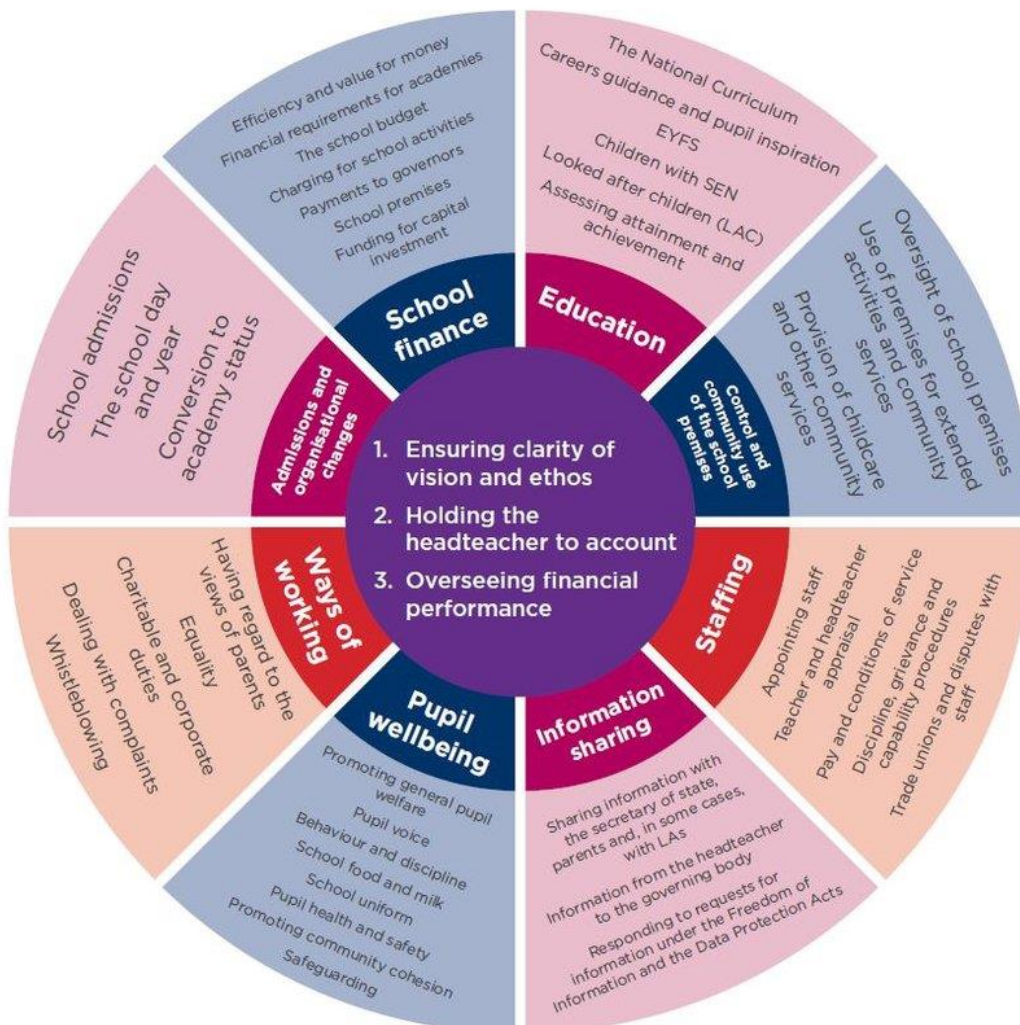
**Fax: 0118 973 1752**

**Email: [admin@finchampstead.wokingham.sch.uk](mailto:admin@finchampstead.wokingham.sch.uk)**

**Web: [www.finchampsteadschool.org](http://www.finchampsteadschool.org)**

- Delegating some aspects of the school's operation to sub-committees or groups if appropriate (areas such as Staffing which might require review of sensitive information)
- Acting as the employer for all staff at the school
- Defining and administering the admissions policy
- Maintaining the school buildings (which are owned and managed by the Diocese on behalf of the local Parochial Church Council)
- Overseeing the financial management of the school
- Supervising such matters as Health and Safety policy and operation

## THE WHEEL OF GOVERNANCE from the Governance Handbook





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## General Criteria for Disqualification

1. Governors must be aged 18 or over at the date of their election or appointment.
2. No person can hold more than one governorship of the same school.
3. If he/she is liable to be detained under the Mental Health Act 1983
4. If he/she fails to attend meeting for 6 months without the consent of the governing body
5. If he/she is bankrupt
6. If he/she has been disqualified from serving as a company director or as a charity trustee.
7. If he/she is included in the list of people whose employment with children or young people is restricted or prohibited.
8. Are disqualified from working with children
9. Are disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
10. If he/she has, within the last 5 years, been sentenced to three months or more of imprisonment without the option of a fine.
11. If he/she has, within the last 20 years, been sentenced to two and a half years or more of imprisonment, or has at any time been sent to prison for five years or more.
12. If he/she has, in the last 5 years, been convicted and fined for the offence of nuisance on school premises
13. Refusal for an application being made to Disclosure and Barring Service (DBS)

## Parent Governor

A person shall be disqualified for appointment as parent governor if he/she is:

1. An elected member of the Local Authority
2. Employed in any capacity at the school for more than 500 hours per year.

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