

**Conway Primary School
Job Description**

School Governor

Purpose of Post

To contribute to the work of the governing body in raising standards of achievement for all pupils which involves providing a strategic view for the school, ensuring accountability and acting as a critical friend.

Reporting Arrangements

Each governor has a responsibility, working alongside other members of the governing body, to all stakeholders including the staff, parents, pupils, the wider community and local/national officials. In addition where they are representatives, governors have a responsibility to their particular constituency (parents, staff or the Local Authority). At all times governors act in accordance with the governing body's Code of Conduct. Governors are not mandated by their constituent bodies.

Responsibilities (include):

- To ensure that all pupils receive an appropriate and balanced curriculum
- To approve the school's staffing structure
- To approve and manage the budget
- To determine the school's aims, policies and priorities
- To set statutory targets with the local authority
- To monitor and evaluate the work of the school
- To ensure the health, safety and welfare of pupils and staff

Specific Activities (include):

- To get to know the school: its needs, strengths and weaknesses
- To attend governing body and committee meetings
- To make regular curriculum monitoring visits
- To work as part of a team
- To speak, act and vote in the best interests of the school
- To represent, where appropriate, the view of constituents
- To respect all governing body decisions and to support them in public
- To act in accordance with school's policies and legal requirements
- To commit to training and development opportunities