



## Harrington Hill Governing Body Governor Information Sheet

### What Do Governors Do?

The role of governors is set out in law as *"to conduct the school with a view to promoting high standards of education achievement at the school"*.

As governors, we are responsible for three core functions:

- Ensuring clarity of vision, ethos and strategic direction.
- Holding the executive head teacher/ head of school to account for the educational performance of the school and its pupils, and the performance management of staff.
- Overseeing the financial performance of the school and making sure its money is well spent.

In practice, as a governor you might get involved in:

- Helping to agree a vision for the school and checking that we are on track to achieve it.
- Agreeing and monitoring implementation of the School Development Plan.
- Monitoring how well children are doing overall.
- Agreeing the school's budget, making sure we have the right resources.
- Linking the school with the local community.

### Governing Body

Harrington Hill Governing Body (HHGB) has 12 members:

- **Two** elected Parent Governors.
- **One** elected Staff Governor.
- **One** Governor nominated by Hackney Learning Trust and agreed by the HHGB.
- **Seven** Co-opted Governors, identified and agreed by the members of HHGB – these might be parents, members of staff, members of the local community, or anybody who can bring particular skills and experience we might need.
- The Executive Headteacher.

### What Sort of People Are We Looking For?

HHGB members have agreed that, to be effective, governors must:

- Have the ability and willingness to learn about the school and the local community.
- Undertake training to carry out the role effectively.
- Not be intimidated by jargon and unfamiliar environments, but rather be willing to do the necessary to learn.
- Have the availability and commitment to contribute actively, including by attending meetings.
- Understand the importance of being well-prepared for meetings and being organised.
- Be prepared to engage in meetings and processes and HHGB business.
- Be willing to listen to others and understand their viewpoint, and willing and able to express their own views
- Be prepared to challenge and question and bring in new ideas.

We also created a list of useful skills, knowledge and experience. Not every new governor would be expected to have all of these, but they must be prepared to develop them.

<p style="text-align: center;"><b><u>Skills</u></b></p> <ul style="list-style-type: none"> <li>• Numeracy to deal with basic data</li> <li>• Managing relationships</li> <li>• Appreciating different points of view</li> <li>• Active listening</li> <li>• Investigation and asking good questions</li> <li>• Team working</li> <li>• Personal organisation</li> <li>• Presenting information</li> <li>• Focusing on strategy and outcomes</li> </ul>	<p style="text-align: center;"><b><u>Knowledge</u></b></p> <ul style="list-style-type: none"> <li>• Understanding the role</li> <li>• Education policies and latest developments</li> <li>• The local community</li> <li>• The day to day operation of the school</li> </ul>
	<p style="text-align: center;"><b><u>Experience</u></b></p> <p>(useful, but not essential from the start)</p> <ul style="list-style-type: none"> <li>• Analysing data</li> <li>• Budgeting and financial efficiency</li> <li>• Performance management and recruitment</li> <li>• Chairing meetings</li> <li>• Taking minutes</li> <li>• Being on panels (recruitment, disciplinary, etc)</li> </ul>

### **The Practicalities**

- HHGB meets once every term to deal with business matters (5.00-7.00pm).
  - In addition, we operate two committees, with all governors being a member of at least one committee. The committees meet once a term
  - Curriculum Committee: 8.00-9.00am
  - Resources Committee: 8.00-9.00am
- Every governor is encouraged to participate in governor visits, getting to understand and report back on a key aspect of the school's work (e.g. a particular subject). Each governor would participate in at least one visit a year to speak to key members of staff, visit classrooms and learn about the children's educational experience at Harrington Hill.

### **Questions?**

If you have any questions or want to discuss your suitability as a governor, please contact:

- Geraldine Fitzmaurice (Executive Headteacher)
- Sophia Parkinson (Chair of Governors – [governors@harringtonhill.hackney.sch.uk](mailto:governors@harringtonhill.hackney.sch.uk))