

May 2025

HLNA Community Governors

In our school we have provision for 5 community governors as we seek to establish our Local Governing Board.

The Governing Board, with the Headteacher, has overall responsibility for the running of the school. The role of a school governor is to contribute to the work of the Governing Board (GB) in ensuring high standards of achievement for all children and young people in the school by:

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

The role of a governor can be demanding but very rewarding. Under usual circumstances, can expect to spend between 10 and 20 days a year on governance duties. These include:

- attending meetings of the Governing Board, usually outside of school hours and contributing to Governing Board business.
- reading reports and papers and keeping up to date on the progress that the school is making; and
- visiting the school from time to time during the school day.

You will be expected to, undergo a Disclosure and Barring Service (DBS) check, and sign a Governors' Code of Conduct and have:

- a strong commitment to the role and improving outcomes for children.
- the inquisitiveness to question and analyse
- the willingness to learn.
- good inter-personal skills
- appropriate levels of literacy in English (unless a GB is prepared to make special arrangements); and
- sufficient numeracy skills to understand basic data.

Training is available for all governors and the Governing Board has an expectation that those new to school governance attend induction training such as that provided by the Local Authority's Governor Services Team.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor.

If you would like to be considered as a community governor, please complete the enclosed nomination form and return it to the school no later than Friday 30th May 2025. You may also include a personal statement to support your nomination, of no more than 500 words. We encourage candidates to be succinct when setting out the skills, experience, and attributes that they can bring to the GB for consideration.

To find out more about our school's governing board (i.e., frequency of meetings etc) and the Governing Board's Code of Conduct, please contact Amy Peason, PA to the CEO via Oakwood Secondary School's office.

Invitation letter May 2025



Yours sincerely,

Kirstie Robinson

Headteacher Designate.