**Haytor View Community Primary School & Nursery**

**Governor Recruitment and Appointment Statement**

*Learning together - enjoying success - aiming high - celebrating difference – enriching community*

**INTRODUCTION**  
The purpose of this statement is to set out the minimum requirements of a recruitment process that aims to:

* attract the best possible applicants to Governor vacancies;
* deter prospective applicants who are unsuitable for work with children or young people;
* identify and reject applicants who are unsuitable for work with children and young people.

**INVITING APPLICATIONS**

Advertisements for Governor Vacancies – will include the statement:

*“The school is committed to safeguarding children and young people. All Governors are subject to a satisfactory enhanced DBS.”*

The advertisement will identify the key characteristics of a governor:

* Developing an understanding of the context of the school and how this informs practice;
* Acting as a corporate Board of Governors to exercise responsibilities *(individual governors have no authority to make decisions or statements unless that authority has been explicitly given by the Governing Board);*
* Working to collect information regarding key aspects of the school to share with the Governing Board, acting in an informative and non judgemental manner;

Interested applicants will be notified of the following requirements in applying to become a Governor:

* is prepared to undertake a DBS check
* has an interest in children, young people and education
* supports the school’s aims and objectives and promote the interests of the school and pupils in the community
* co-operates with other governors in the interests of the school
* understands that being a governor requires commitment of time for meetings, reading, sharing the workload and visiting the school in school hours and have the wellbeing of the school as their prime consideration
* understands that a governing body is a corporate body seeking to raise standards for children and young people in the school
* does not seek to use their position to gain any personal benefits
* respects the need for confidentiality on certain items and abide by any Code of Practice that the governing body has agreed
* is willing to develop their role as a governor through attending training and development programmes
* is willing to regularly attend meetings (they may be disqualified if they miss meetings for six months or more)
* recognises that as part of a governing body they are publicly accountable for your actions and performance

**In addition to the above, Local Authority Governors:**

* Cannot be employed at the school at which they are interested in becoming a governor;
* Resides relatively near the school.

Prospective applicants will be supplied, as a minimum, with the following:

* Role of the Governor document;
* Induction Policy;
* The school’s Safeguarding Statement;
* Governor Recruitment and Appointment Statement;
* Recent newsletters to give a ‘snapshot’ of the school;
* Statement of eligibility form;
* Instructions of how to apply and the appointment process;

**POSSIBLE SOURCS OF RECRUITMENT**

* Register vacancy on: www.inspiring governors/org;
* Update website to include governor information;
* Put governor updates on the school Newsletter;
* Have a governor presence at school events;
* Approach secondary schools to put vacancies on their newsletters;
* Utilise locality newsletters;
* Put articles in the newspaper regarding specific governor work or mention vacancies in newspaper articles;
* Engage children in developing posters for governor recruitment to display in the locality;
* Display posters/advert in local shops, noticeboards, library, supermarket, dentist, surgery etc;

**THE SELECTION PROCESS**

Selection will be determined by the needs of the Governing Body in accordance with the work of the Governing Board and the ethos of the school, all Governor vacancies will require a discussion with the Chair of Governors, the Co-Head teacher and one other Governor representative.

Discussions will always be face-to-face, prospective Governors will always be required:

* To share their interests and reasons for wishing to be a school Governor;
* To demonstrate their ability to work collectively with the Governing Board in a non judgemental manner;
* to demonstrate their capacity to safeguard and protect the welfare of children and young people.

***Effective governance and success of the school***:

The annual SFVS skills audit will be reviewed ahead of any Governor Appointment, identified gaps in skills/experience/knowledge ([www.nga.org.uk](http://www.nga.org.uk))

**INDUCTION**

All Governors who are new to the school will receive an induction and be assigned a mentor for the first 12 months.