



UPLANDS MANOR PRIMARY SCHOOL
PARENT GOVERNOR PERSON SPECIFICATION

<p>Eligibility criteria</p>	<p>Parent Governors must be:</p> <ul style="list-style-type: none"> • Aged 18 years or over • Parent /carer of a child registered at Uplands Manor Primary School <p>Parent Governors cannot:</p> <ul style="list-style-type: none"> • Be an elected member of Sandwell Local Authority or paid work for Sandwell Local Authority for more than 500 hours in any consecutive 12 month period
<p>Skills</p>	<p>The Governor will have the following National Governor Association essential skills:</p> <ul style="list-style-type: none"> • Commitment to improving education for all pupils • Ability to work in a professional manner as part of a team and take collective responsibility for decisions • Commitment to the school’s vision and ethos • Willingness to learn • Good level of spoken and written English and basic Maths • Basic IT skills (i.e. word processing and email) • The ability, time and willingness to learn and develop the skills required to contribute to the effective governance and success of the school.
<p>Preferred skills</p>	<ul style="list-style-type: none"> • Finance/Accounting • Health & Safety
<p>Personal Characteristics</p>	<ul style="list-style-type: none"> • Good communication skills, including being able to discuss sensitive issues tactfully • Able to maintain confidentiality at all times
<p>Time Commitment (please ensure that you have the time capacity prior to applying)</p>	<ul style="list-style-type: none"> • The role of Governor is an important one for the school and individuals should ensure that they have adequate time to discharge their duties effectively • 4-year term of office • Full Governing Body meetings (usually 3 meetings per term on Tuesday mornings) • Link Governor role (up to 3 meetings with a lead contact at the school per year – at a time of mutual convenience) • Continuing professional development to develop skills as a Governor – bitesize training is regularly held at the start of Governor meetings. Sandwell also run useful training courses for Governors. There is no cost to the individual Governor.
<p>Governing Body checks and declarations</p>	<ul style="list-style-type: none"> • Sign Governor Code of Conduct • Complete Business Interests Register • Disclosure & Barring Service (DBS) • Section 128 check