

Link Governor - responsibility description

These include:

Training

- Encouraging and developing a culture for continuous training on the governing body;
- Liaising with the LA who offer an extensive programme of Training and Support;
- Recording governors commitment to training and ensuring feedback to other governors;
- Targeting training to the responsibilities which governors have on the governing body;
- Taking the lead and encouraging **ALL** governors to attend training; linking with others schools to develop practice

Induction

- After appointment to make early contact with new governors;
- To ensure that the new governors have an early opportunity to visit the school – before the first formal meeting
- To ensure that they receive a pack of induction material from the school – to complement the pack received from the LA;
- To act as a mentor at early meetings or ensure that another governor does this job;

- To encourage a governor to accompany them to the first training sessions;
- At the first formal meeting, to create informal time for existing governors to meet new governors (e.g. coffee before the formal meeting), provide names on the tables to help new governors to learn the names of their colleagues...)

Development

- To ensure that governor development is included in the School Development Plan;
- To ensure that the governors take advantage of their Whole Governing Body CPD opportunities.
- Speaking to Training and Development issues when this item is reached at the full governing body meetings.

Keeping up-to-date

- Attending Link Governors training sessions (termly);
- Sharing new information as it becomes available (if not included in the Agenda papers);
- Keeping up-to-date with new publications as they are published;
- Producing or updating a Governors' Handbook which explains how the Governing Body organises its work.

WORK IN SCHOOL:

- Meeting with relevant senior teacher (TLR) regularly – to audit/self evaluate and gather information to support understanding of the school.
- Complete a link meeting form and share information with other governors. **Input this information into an action plan for governors to support the school improvement planning regularly.**

LINK GOV AT OAKMEADOW

ENGLISH	John Hitchings
MATHS	Sam Blackburn
ICT	Gary Felton
ASSESSMENT	Gary Felton
EYFS	Sarah Court
SEND	Sarah Court
PE and SPORT	David Tozer
SAFEGUARDING	Sam Blackburn
Health and Safety/Premises	Katie Dawson and John Hitchings