

## Support for the Recruitment and Retention of Parent Governors

5

### Purpose

1. To provide an overview of strategies which promote and support parent governor recruitment and retention.

### Information

#### **Support for parent governor recruitment and retention provided by Nottinghamshire Governor Services (NGS)**

2. NGS provides advice and information to head teachers and governors to help them recruit and retain parent governors. Guidance is provided on how to conduct parent governor elections. This includes legal and procedural matters, nomination forms, ballot forms and sample letters required for the election process. This guidance is available on WIRED and on request to governor services.
3. Articles on good practice in recruiting parent governors are featured regularly in The Nottinghamshire Governor; a termly newsletter produced jointly by the NGS and the Nottinghamshire Association of Governors. With financial support provided through the Schools Governors One Stop Shop for Governor Recruitment the service was able to provide all schools with school governor recruitment leaflets. The service is currently updating its recruitment leaflet with the support of Corporate Communications. The service also responds to requests from schools for recruitment presentations and support with school based recruitment activities.
4. Further guidance is provided on strategies to recruit and retain governors through a toolkit specifically targeted to Governor Training Co-ordinators. They are individual governors who take responsibility for promoting governor training and development for their governing bodies. The toolkit includes information on systems and processes for supporting the induction of new governors such as:
  - Model welcome letter
  - Model induction policy and handbook
  - Induction programme
  - New Governor Mentor Guide
  - Training records
  - Guidance on paying Governor Allowances

5. Governing bodies are requested annually to undertake a governing body self review and produce a training plan using templates provided by NGS. This helps them to identify the need for succession planning and/or development priorities for new and existing governors.

### **National Induction Training for School Governors**

6. Nottinghamshire Governor Services provides the national induction training for school governors. This course is very well attended by 84% of new governors. It covers the three roles of a governing body which are:
  - Providing a strategic overview for the school
  - Monitoring and evaluation of school performance and acting as a critical friend to the head teacher and senior leadership team
  - Ensuring accountability
7. The specific role of parent governors is highlighted as part of this course. This provides an opportunity to explain to parent governors their role with particular emphasis on how they are expected to behave and represent the views of parents. This can help to retain those parent governors who may be nervous about the role or struggling to understand how to carry out their role effectively.

### **Parent governor recruitment and retention – barriers and Issues: Guest Speakers – Helen Bent, head teacher, Jefferies Primary and Nursery School**

8. As at 30<sup>th</sup> September, 2011 there were 1,531 parent governor places across all schools. 132 of these places were vacant (8.6% of total places). This compares well with a national vacancy rate of 12.8%. Of the 132 vacancies there were 21 in Broxtowe, 13 in Gedling, 13 Rushcliffe, 24 in Ashfield, 15 Bassetlaw and 27 in Mansfield and 19 in Newark.
9. Jefferies Primary and Nursery School in Kirkby-in-Ashfield governing body has good recruitment and retention procedures in place and works hard to recruit parents to the role. They still, however, have three parent governor vacancies. One of which has been vacant for 12 months. They will talk about the governor recruitment strategies they have used and their views of what might be affecting the take up of vacancies in the area.

### **Recommendations**

10. It is recommended that the Education Standing Committee:

Consider the strategies used to recruit parent governors and highlight any key actions.

**Councillor Liz Yates**  
**Chair of Education Standing Committee**

Lead Officer: Gill Thackrey

Background papers:

nil