

Wimbledon PCC Appointment of Foundation Governors at Bishop Gilpin and St Matthew's Schools

Voluntary Aided Church Primary Schools in the Parish of Wimbledon

The Church Schools in the Parish of Wimbledon were founded by the churches to serve the children of the Parish. This grew out of the church's understanding of its mission to the parish. Our church schools continue to be a central part of the mission and ministry of the church by providing a high-quality education, regular opportunities to worship, supporting the development of spirituality and by exploring the Christian faith with the children who attend our schools. The schools have an important role in bringing the Gospel of Christ to the people of Wimbledon and showing them the love of God. The schools are for all those who live in the parish and not just members of our congregations.

The Role of PCC Appointed Foundation Governors

The Governing Body is a vital part of the leadership of any school. Foundation Governors play a specific role in ensuring the school's Christian character.

All governors, whether appointed, elected or ex officio, have the same duties and responsibilities, with equal status on the governing body. The three main roles of the governing body are: ensuring clarity of vision, ethos and strategic direction; holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff. And overseeing the financial performance of the organisation and making sure its money is well spent.

the responsibilities of Foundation Governors also include:

- Ensuring that the Christian ethos of the school is encouraged and cherished throughout its community and is reflected in its policies and protocols, the curriculum and activities.
- Supporting the school through prayer.
- Ensuring that collective worship and religious education at the school are appropriately monitored.
- Ensuring that collective worship and religious education at the school follow the appropriate guidelines and/or syllabus.
- Preserving the links between the Parish, School and Diocese.
- Taking an active role in the SIAMS process.

- Bringing to the attention of the Southwark Diocesan Board of Education (SDBE) any matters requiring their attention regarding the school.

Ofsted places significant emphasis on inspecting the quality of governance in schools. The role of Foundation Governors in developing the school as a Church school is also scrutinised during the SIAMS (Statutory Inspection of Anglican and Methodist Schools) process. One of the key questions asked by SIAMS inspectors is “How effective are the leadership and management of the school as a church school”? This means that governors should have a detailed and strategic knowledge of their school and it follows that governors, Headteacher and staff should work as a united team, dedicated to realising a shared Christian vision for the school. PCC Governors have the same general responsibilities as other governors:

- To have strategic oversight of the school, to monitor its pupils’ achievement and attainment, to oversee the teaching and learning, to review its staffing patterns and to oversee finances.
- To develop a detailed knowledge of the school and its educational task as well as the school community as a whole.
- To be supportive of the school, its Headteacher and staff.
- To get to know the school through developing knowledge of key data and information and through focussed visits.
- To attend meetings of the Governing Body and such committees as they are appointed to.
- Ensuring that their own attitudes and conduct in relation to the school reflect its Christian ethos.

Person Specification for Wimbledon PCC School Governors

Parish of Wimbledon PCC School Governors should:

- Be active, communicant members of the Church of England and ideally members of one of the congregations of the Wimbledon Team Ministry.
- Be committed to preserving the Christian Character of the school and understand the ethos of Church of England Schools.
- Have the relevant skills and experience which will give breadth and strength to the Governing Body for the benefit of the school.
- Have the stamina and time to undertake such a demanding role.
- Be committed to the support and wellbeing of the school.
- Be willing to participate in regular training on their role.
- Be a person of integrity and honesty.
- Be over 18 years of age.
- Be willing to have an enhanced DBS Check
- Be committed to safeguarding.

Process for appointing Foundation Governors by the PCC

1. The Governing Body of the school informs the PCC secretary and either the Team Rector for Bishop Gilpin, or the Team Vicar of St Matthew’s for St Matthew’s 4 months in advance of an impending vacancy due to the expiry of a term of office, or as soon as possible for a sudden vacancy.

2. The Team Rector or the Team Vicar of St Matthew's then takes responsibility for leading the recruitment process on behalf of the PCC. During an interregnum, the PCC will appoint another member of the Clergy Team to lead the appointment process. Where there is a vacancy at St Matthew's, the appointment of Governors is led by the Team Rector.
3. The Governing Body may ask the PCC to renew a governor appointment if this is allowable in the terms of the Governing Body's Instrument of Governance.
4. Where a new governor needs to be recruited, the Governing Body advises the PCC of any skills audit they have recently completed and of the skills they are looking for in the new governor. They also provide a statement of the time commitment they expect from Governors at the school: this is included in the recruitment pack.
5. Nominations are sought from the Team Churches and the School Community by the person responsible for the recruitment process. This would usually be through the Parish Newsletter, the Websites of the churches and the parish and through the school's means of communication.
6. A recruitment pack is sent out by the person running the recruitment process to those who are interested in applying including this document, the list of skills that the school is looking for, the statement about the time commitment and the application form.
7. Applicants complete an application form and the Declaration and return them to the person leading the recruitment process.
8. Applicants are shortlisted against the Person Specification and skills needed by the school and a shortlist of candidates is drawn up for interview by the clergy person leading the process.
9. Applicants are interviewed by the person taking the lead on the appointment, and the Head Teacher and Chair of Governors or their representatives are invited to participate in the interviews.
10. The person taking the lead in the appointment process consults the Head Teacher and Chair of Governors about the appointment.
11. The person leading the appointment makes a recommendation to the PCC for the appointment.
12. Where a suitable candidate cannot be found from the churches of the Team the post is readvertised in the Deanery and through the Diocese of Southwark and resumes at point 6.
13. Applicants who are not on the electoral roll of one of the churches within the Wimbledon Team Ministry will be asked to provide a reference from their incumbent or the minister of their church.
14. The PCC Secretary advises the SDBE and the School Governing Body of the name of the appointed candidate.