

- **Governor qualification and disqualification criteria**

*Last updated: February 2025*

A governor must be aged 18 or over at the time of their election or appointment and cannot be a registered pupil at the school. A person cannot hold more than one governorship at the same school. As part of any appointment process governors must...

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- **Clerk job descriptions and claim form**

*Last updated: February 2025*

Following consultation we have revised the job description for clerks. We have also amended the payroll guidance to reflect changes to the role over the past few years. Scale 6 Clerk to the governing board - job description (word)...

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- **ELP support for clerks**

*Last updated: February 2025*

Appointment of the clerk to the governing boardThe governing board must appoint a clerk to the governing board. Governors, associate members and the head teacher of the school cannot be appointed as clerk to the governing board. If the clerk...

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- **Clerks network briefings**

*Last updated: February 2025*

Information, advice and support for clerks supporting ELP schools within Ealing. Clerks' briefings 2023/24 Slides / resources from the briefings and networks will now be available in the Ealing Governor Services / Resources section on...

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- **Governor roles**

*Last updated: February 2025*

Link governors Overview of key responsibilities Chair and vice chair of governors

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- **Governing board procedures and committees**

*Last updated: February 2025*

In a well-managed school, the headteacher and governing board work in close partnership. The three key roles of the governing board are to: Ensure clarity of vision, ethos and strategic direction Hold the headteacher to account for the educational...

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- **Election procedures for governors**

*Last updated: February 2025*

Parent governors and staff governors The local authority is responsible for the organisation of parent and staff governor elections in maintained schools although in practice the responsibility for the conduct of parent and staff governor elections...

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- **Governor toolkit**

*Last updated: February 2025*

The Ealing governor toolkit has been developed by the governance development team, other Ealing officers and governor associates, to provide support to Ealing school governing boards (GBs) and Ealing local authority (LA) officers/...

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- **Governor training, development and support**

*Last updated: February 2025*

Choose from the following Induction for new governors and clerks Information on school led induction and LA training and support. Ealing governor training Training through CPD online, bespoke training and network meetings. View governor training on...

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## **Induction for new governors and clerks**

*Last updated: February 2025*

School led induction for governors and clerks When a new governor and clerk takes up a position on a governing board it is vital that they receive a good induction i.e. one that gives them key information without overloading them. As with all...

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