



Role of a Parent Trustee

Why become a Parent Trustee?

Joining the governing board is a great opportunity for you to make a positive impact on the future of Bournside, for all its students and stakeholders.

You don't need any prior experience in education, and you can gain a useful perspective on key issues in the sector. Undertaking the role can help you develop your skills, both personally and professionally.

Trustees are involved in setting the strategic direction of the school, asking challenging questions in a professional manner and participating in discussions and decision-making. Induction resources and guidance are provided for new trustees.

Your role

Parent trustees are elected by fellow parents and carers of children registered at Bournside. Like any other school trustees (governors), parent trustees have a strategic role. You will contribute to the work of the board in ensuring high standards of achievement for all children and young people in the school by:

- ensuring clarity of vision, ethos and strategic direction
- holding executive leaders to account for the progress and educational performance of the organisation and its pupils, and the performance management of staff
- overseeing the financial performance of the organisation and making sure its money is well spent.

The role is voluntary and is usually – but not exclusively – carried out after school hours. It involves preparation for and attendance at board and committee meetings, on panels, and at occasional events and training

Your responsibilities

A parent trustee is not expected to have any prior in-depth knowledge of education. In order to perform the role well, you are expected to:

- get to know the school, including visiting the school occasionally during school hours with the agreement of the headteacher
- gain a good understanding of the school's strengths and weaknesses
- attend trustee induction training and regular relevant training and development events
- attend meetings (full governing board meetings and/or committee meetings, see below) and read all the documents before the meeting
- act in the best interests of all the pupils of the school
- behave in a professional manner, as set down in the board's code of conduct, including acting in strict confidence
- uphold the seven 'Nolan principles' of public life: integrity, honesty, openness, accountability, objectivity, selflessness and leadership.

Time commitment

Being a trustee usually takes around 20–30 hours over the school year, and the term of office is four years.

Most trustees attend about five board meetings each year, with occasional extra meetings depending on their role or experience. Some trustees may also join our Finance, Audit and Risk Committee, which meets four times a year.

Meetings are normally held in the early evening, and we try to keep the time commitment manageable and flexible around family and work life.

Eligibility

We encourage applications from all members of society, regardless of background, gender, ethnicity, disability, or age. To be eligible for the role of trustee, however, applications should be the parent of (or exercise parental responsibility for) a registered pupil at Cheltenham Bournside School.

Applicants must also:

- be aged over 18
- agree to an enhanced Disclosure and Barring Service (DBS) check (organised by the Clerk to the Trustees once a trustee is elected)
- agree to declare any relevant pecuniary/financial interests to ensure impartiality
- not have been declared bankrupt
- not be the subject of a bankruptcy restrictions order or an interim order
- not have been disqualified from holding office as a trustee/governor
- not have been disqualified from being a company director and/or a charity trustee
- not have been removed as a trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of misconduct or mismanagement in administration of the charity
- not have been convicted of a criminal offence (excluding any spent convictions, or any offences for which the maximum sentence was a fine).

Questions?

Please contact Clare Johnson, Clerk to the Governors: clerk@bournside.com Further information is available at [Governors for Schools](#) and [Gloucestershire County Council](#).