**Volunteer Role Description**

**Your role**

**Governing Council volunteer**

**Location**

In various locations as the activity requires

**Start date**

February 2021

**Aim of the role**

* To involve parents and Community in decision making
* To ensure the educational, cultural and social needs of the community are considered
* To identify the attitude of local community
* To assist to set the broad direction, vision & strategic planning
* To assist with formation and update of policies
* To approve budget and participate in reviews
* To monitor Site Learning Plan
* To assist to report (through sub-committees) to school community on:
	+ The strategic plan, finances of the school, Operational plans & the Council's operations
* To participate in fundraising (along with other members of the school community)

**What you need before you start**

Complete all requirements in the Department for Education volunteer policy and procedure. You must have:

* Volunteer RAN-EC
* DCSI or WWCC clearance
* Inductions – school and DfE

**What we expect from you**

* Work with leaders and teachers to positively promote the school
* Treat everyone fairly and with respect
* Be a good role model for the families
* Be reliable

**Reporting and contact details**

* Volunteer reports to: The Principal (or their nominee)
* Contact person: Mel Worden, Office Manager
* Role review date: February 2022