



DANES HILL SCHOOL

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GOVERNOR

October 2024

Danes Hill School is widely recognised as one of the leading co-educational day preparatory schools in the country. Situated in 55 acres of landscaped ground in the village of Oxshott, Surrey, Danes Hill provides boys and girls aged 3 to 13 with a dynamic and exciting education.

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# WHY BE A GOVERNOR FOR THE VERNON EDUCATIONAL TRUST?

Danes Hill offers an exceptional school community. Set in 55 acres bordering open countryside, yet commutable to London, it is a thriving school.

Vernon Educational Trust operates Danes Hill School and Bevendean. Danes Hill is widely recognised as one of the leading co-educational day preparatory schools in the country. Situated in 55 acres of landscaped ground in the village of Oxshott, Surrey, Danes Hill provides boys and girls aged 3 to 13 with a broad and balanced curriculum.

Pupils are encouraged to realise their fullest possible academic potential, and each year many scholarship and exhibition awards are achieved at a wide range of day and boarding senior schools. Danes Hill children are characteristically confident and outgoing and, in addition to the emphasis on academic work, they have plenty of opportunity to develop sporting, musical, dramatic and other non-academic interests.

As a governor of Vernon Educational Trust, you will be joining the School at an exciting point in its development. As some governors who have given exceptional service reach the end of their terms of office, there are opportunities for new individuals to get involved and to help the School in its next phase of development. Alongside the new Head, Colin Baty, and his senior leadership team, the governors will make plans to shape the Trust for the future.

For the autumn 2024 Governor recruitment, our focus will be on individuals with key skills and experience in finance, estates project management, legal casework, and charity management. Candidates should also demonstrate diligence in paperwork, a strong belief in education's transformative power, and a commitment to respectful, collective decision-making.



# OUR SCHOOL VALUES

At Danes Hill, we work to create a school culture that fosters personal growth, inspires passion, empowers courage and nurtures respect. We believe that these core values truly embody the spirit of our community and guide us on our journey towards excellence. Our school values are articulated through a comprehensive consultation process, involving our dedicated staff team, the valuable input of our parents through consultations and surveys, and the voices of our pupils. Through this collaborative effort, we gain a clear insight into what makes Danes Hill special.

Our four school values are: Growth, Passion, Courage, and Respect. These values encapsulate the qualities we aim to instil in our pupils, providing them with a solid foundation for success both academically and personally.

We aim to promote our values at every turn, ensuring that they become an integral part of our pupils' lives. Our assemblies are dedicated to living out these values, exploring real-life examples and discussing the importance of embracing growth, pursuing passions, showing respect, and demonstrating courage. To encourage and celebrate our pupils' embodiment of these values, we are targeting house points dedicated to recognising acts aligned with our values. We are also establishing pupil awards that commend individuals who consistently exhibit our values in their daily lives.



For our pupils to be able to embrace them, our shared understanding of our values is based on the following statements:

- I can demonstrate Growth by – working hard, giving my best effort, investing in my own development, being active in the development of those around me, expanding my horizons, nurturing my community
- I can demonstrate Passion by – being inspired, showing curiosity, showing ambition in all I do, striving to succeed, showing dedication in all things, not giving up
- I can demonstrate Courage by – developing the confidence to take risks, trying new things, not being afraid to fail, speaking up for myself and for others, telling the truth
- I can demonstrate Respect by – having an awareness of others as well as myself, treating everyone with dignity, showing others kindness and consideration, showing others empathy

Together, we can nurture a culture where growth, passion, respect, and courage thrive. By embracing these values and ensuring that we model and demonstrate them in our professional lives, we are confident that our pupils will develop into confident, compassionate, and resilient individuals, well-prepared to face any challenge that comes their way.

# GOVERNOR

## ABOUT THE ROLE

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<b>Job title:</b>	Governor
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<b>Job purpose:</b>	To be responsible for the administration and management of the charity, under the Charities Act 2011.
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<b>Reporting to:</b>	Chair of Governors
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<b>Commitment:</b>	Preparation, participation and attendance at all full governing body meetings and at least one committee. Full governing body meetings are held three times a year, and committees will be three or four per year. Training and strategy meetings are also expectations, as well as participation in panels from time to time. We welcome all governors to attend events at the school when they are able to, and to be known members of the school community. An overall time commitment is likely to be in the region of 10-15 days per academic year.
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<b>Salary:</b>	Unpaid, but reasonable expenses may be claimed.
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<b>Term:</b>	Fixed term for three years in the first instance; this term can be extended for a further three years but then governors must stand down.
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<b>Applications:</b>	Please send a CV and covering letter to the Chair via <a href="mailto:recruit@daneshill.surrey.sch.uk">recruit@daneshill.surrey.sch.uk</a> . Applications will be reviewed as they are received.
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# JOB SPECIFICATION

## Role summary

Governors are a vital element of the management of the Trust. As a group of individuals with a breadth of specialist skills and professional knowledge, the governing body take decisions about the Trust's future direction and strategy, as well as ensuring that the School is compliant and well- managed, delivering an excellent education to the pupils in its care.

## Role specification

### Key expectations

- Always act in the best interests of the Trust
- Uphold the Trust's values
- Ensure that decisions are made in the Trust's best interests
- Respect the distinction between governance and operational management
- Maintain confidentiality of sensitive or commercially confidential information
- Act as an ambassador and advocate for the Trust and Danes Hill School
- Support the Trust in relation to professional knowledge and expertise as appropriate

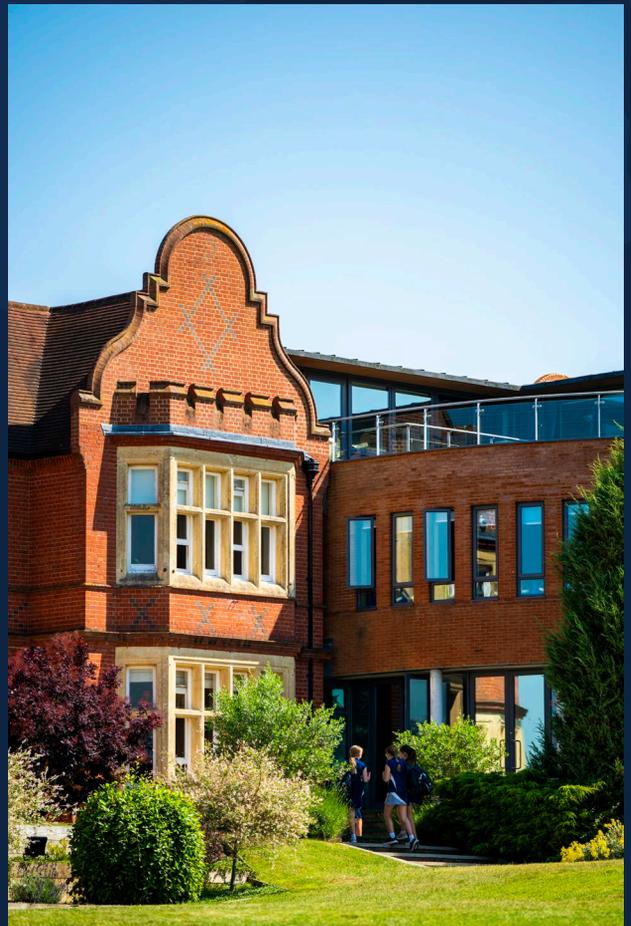
### Primary responsibilities

- Contributing to and approving the Trust's mission and strategic vision, through engagement with, and approval of, the strategic and development plans.
- Ensuring that appropriate underpinning strategies are developed and in place to deliver the long term aims, across finance, estates and human resources.
- Monitoring the School's performance, using key performance indicators and benchmarked against similar schools where possible.
- Ensuring that appropriate systems of accountability and control are in place to manage identified risks.
- Appointing the Head of Danes Hill School and managing their performance and reward.
- Ensuring that the Trust has in place systems to meet its legal obligations in relation to the Independent School Standards Regulations, charity law, equalities, health and safety and finance.

# JOB SPECIFICATION

## Other key duties and responsibilities

- Ensuring that a positive impression of the School is given to pupils, parents, visitors and colleagues always upholding the staff code of conduct.
- Establishing and maintaining efficient and effective working relationships with staff, parents and the wider community of the School.
- Playing a full part in the life of the school community, supporting its mission, ethos and policies.
- Setting high personal standards, always upholding the staff code of conduct.
- Actively engaging in safeguarding practice and health and safety awareness around the school sites.
- Committing to professional development, including active engagement in governor training.
- Always complying with relevant school policies and procedures.



# PERSON SPECIFICATION

## Knowledge

- Secure knowledge and ability in relation to governance in charities
- Knowledge of the school sector
- Evidence of appropriate continued personal and professional development
- Confident knowledge of and ability to apply Keeping Children Safe in Education

## Experience

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## Competencies

- Ability to work effectively as a proactive member of the non-executive team, contributing to collective decisions and standing by them
- Ability to communicate professionally and effectively to a range of audiences
- Ability to build effective relationships with pupils, parents and staff
- Commitment to equal opportunities
- High levels of motivation and commitment to high standards
- Demonstrable personal warmth and enjoyment of working with pupils and adults
- Willing to participate flexibly in the life of the school, including co-curricular commitments.

Danes Hill School is committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. All appointments are subject to the receipt of an enhanced DBS check, satisfactory references, as well as other statutory checks. Online checks of publicly available information will be carried out for shortlisted candidates, in line with KCSIE 2024.



# DANES HILL SCHOOL

STRONG & SAGACIOUS

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