

Applications are sought for the position of

# **Governor of Bolton School (Finance Committee Member)**

Details of the general and specific skills required, the responsibilities involved and the application process can be found below.

Applications should be submitted by email to Debra Hardman ([DHardman@boltonschool.org.uk](mailto:DHardman@boltonschool.org.uk)) and should be received by the close of business on Friday, 29<sup>th</sup> May 2026

Applications are invited for the position of Governor of Bolton School.

In addition to the general skills required and responsibilities of being a Governor described below, the specific role for which applications are being sought is that of a member of the Finance Committee; as such, applicants should be experienced finance professionals with a recognised accounting qualification or financial experience in a senior position within a commercial environment.

Governing bodies are responsible for the strategic management of schools and make decisions about a wide range of issues including: Setting the school's aims, goals and values; monitoring and evaluating the school's progress; budgetary allocation and control; and, shaping plans for school improvement. At Bolton School, these responsibilities cover the whole foundation which is comprised of the Boys and Girls Senior and Junior schools, the Infants school, the Nursery and an operating company which manages commercial activities.

Additionally, the Bolton School Governing Body is committed to the founding ethos that children of the highest potential should be afforded the best possible education irrespective of their financial circumstances. To this end, it is also the responsibility of the governing body to maintain the financial strength of the foundation and its independence.

Governors bring experience and expertise from other areas of life to provide an external perspective, challenge assumptions and help find the best solutions to the challenges faced by the school. The Governing Body works via a number of Committees, each responsible for a specific area such as finance.

As a result, the essential skills of a Governor are being able to work as part of team, a commitment to 'collective responsibility' and the ability to think strategically. To fulfil the role diligently, applicants should be in a position to commit sufficient time; this includes preparing for and attending 6 Governing Body meetings per year (attendance in person in Bolton is required for half) plus additional Committee meetings and attendance at school events.

Bolton School is committed to safeguarding and protecting the welfare of children. As a result, the successful applicant will be required to undertake an Enhanced Criminal Records Check for Regulated Activity. Additionally, applicants should be aware that Governors are expected to meet the highest standards of probity and integrity including being a 'fit and proper' person<sup>(\*1)</sup> and abiding by the Nolan Principles. Finally, because Bolton School is structured as both a company and a charity, Governors have responsibilities as both directors and trustees<sup>(\*2)</sup>. Interested parties who meet these criteria and are willing to take on these responsibilities should send a brief cv plus covering letter outlining why they believe they are suitable to become a Governor, their qualifications / experience for being a member of the Finance Committee and their motivation for applying.

In assessing applications, other factors may be taken into account including, inter alia, whether the applicant is a current or recent Bolton School parent or has a demonstrable existing commitment to the Foundation.

Bolton School is committed to equality of opportunity and applications are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy / maternity, race, religion / belief, and marriage / civil partnership.

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(\*1) See [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/597664/Fit-and-proper-persons-helpsheet-and-declaration.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/597664/Fit-and-proper-persons-helpsheet-and-declaration.pdf)

(\*2) See [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/866947/CC3\\_feb20.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/866947/CC3_feb20.pdf)