

Student Governor Information Pack 2025/26

Introduction

Would you like to make a positive difference to your College?

Would you like to play a part in ensuring the voice of students is heard at the heart of College decision making?

Would you like first-hand experience of governance?

Then consider applying for the role of student governor at Preston College.

This information pack is for students interested in applying to be a student governor at Preston College.

This pack includes:

- the role description for student governors at Preston College;
- frequently asked questions for students applying, including how to submit an application, vacancies available in 2025/26 and the interview process;
- the timetable and key dates for 2025/26.

If you would like to apply to be as student governor, you can [click here to apply](#) from the date that applications open.

If you have further queries, please contact Clare Rayner, Director of Governance, crayner@preston.ac.uk or call **01772 225046**. You can also contact the Director of Governance on MS Teams.

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Role description for student governor at Preston College Student governor 16-18 and 19+

Main Purpose of the Role

Preston College is a technical specialist college which takes pride in supporting students in achieving the qualifications and outcomes they need, whether that be career advancement, further study or preparation for employment. The Governing Body (the Board), is an independent body consisting of up to 21 governors: the Principal and Chief Executive, independent governors, staff governors and student governors.

The role of student governors

Student governors are members of the Board of Preston College (the Corporation) and trustees. The Board:

- provides strategic leadership, ensuring accountability for its educational and financial performance;
- works with the Executive Leadership Team (ELT) to shape the College's educational character, mission and strategy;
- oversees the College's activities;
- oversees the College's financial performance to ensure it remains solvent and its money is well spent.

Governors will play their part by:

- contributing to the Board's development and monitoring of the College's strategic plan;
- providing support and constructive challenge to ELT and College management;
- reviewing the educational and financial performance of the College;
- contributing to the review of the College's annual self- assessment report (SAR) and the Board's annual review of effectiveness;
- ensuring policies are in place to safeguard staff and students;
- ensuring the views of staff, students and other stakeholders are considered during decision making;
- being an ambassador for the College and demonstrating the Seven Principles of Public Life and the College's values.

The full role and responsibilities of the Board can be found [here](#). Some restrictions apply for student governors as per the College's Instrument and Articles and Standing Orders. Further information can be found in the link above.

Student governors provide a student perspective to Board discussions and decision making. Student governors normally join the Quality and Standards Committee and participate in other College and governance related activities. The student governor provide updates to the Quality and Standards Committee on Student Council activities.

Skills required

As student governors usually have one or two years in the role, it's important that student governors are confident, enthusiastic, proactive and willing to ask questions and give their views. Student governors are supported by the Director of Governance. The following skills will be helpful:

<i>Analytical skills</i>	able to analyse written, verbal and numerical information provided and use this information to ask questions and make decisions.
<i>Strategic thinking</i>	able to think strategically about the issues discussed.
<i>Communication skills</i>	able to communicate and work well with other governors and senior management; able to ask questions and challenge constructively.

Commitment and training

The term of office varies and for 16-18 student governors can be up to two years. If appointed for one year, student governors are appointed from the first term of the academic year until the last meeting of the academic year.

Each year student governors will be asked to prepare for and attend c. five Board meetings, three Quality and Standards Committee meetings and a strategic planning meeting. Meetings will either be held at Preston College or virtual meetings. Most meetings are held in College on a Thursday evening.

Student governors will need to attend induction and ongoing training during their term and might also be invited to external conferences and in person or virtual network meetings to meet with other student governors.

Practical requirements

Student governors will need to be able to access the internet to review their Board and committee papers and participate in meetings on Zoom or MS Teams. A tablet or laptop with internet access can be provided.

The Role of Student Governor at Preston College

Student Governor (16-18), Student Governor (19+)

Frequently asked questions

If you have further questions please contact **Clare Rayner, Director of Governance**, crayner@preston.ac.uk, 01772 225046

Who is on the College's Board (Governing Body)?

It's important that the membership of governing bodies of colleges includes internal and external stakeholders including staff, students and external governors with a mix of expertise and experience.

The Governing Body of Preston College includes: the Principal and Chief Executive, two staff governors, three student governors and up to 15 governors with knowledge, interests and experiences from outside the College (known as independent or external governors).

Can you explain more about the role of the Board and the role of student governors?

The Board:

- provides strategic leadership, ensuring accountability for its educational and financial performance;
- works with the Executive Leadership Team (ELT) to shape the College's educational character, mission and strategy;
- oversees the College's activities;
- oversees the College's financial performance to ensure it remains solvent and its money is well spent.

Governors play their part by:

- contributing to the Board's development and monitoring of the College's strategic plan;
- providing support and constructive challenge to the Executive Leadership Team and College management;
- reviewing the educational and financial performance of the College;
- contributing to the review of the College's annual self- assessment report and the Board's annual review of effectiveness;
- ensuring policies are in place to safeguard staff and students;
- ensuring the views of staff, students and other stakeholders are considered during decision making;
- being an ambassador for the College and the transforming power of further education.

Further details of the full role and responsibilities for the Board are detailed in the College's governing documents which can be found [here](#):

Individual governors have 'collective responsibility' for Board decision making. This means that all members of the governing body abide by the decision of the majority. Student governors are members of the governing body and also have the collective responsibility. However, some restrictions apply for student governors as per the College's governing documents and related documents.

As members of the Board, student governors will provide a valuable student perspective to Board and committee discussions and decision making. Student governors are appointed as individuals and not as student representatives. Student governors provide a student voice at Board and committee meetings but are not expected to be the voice of students.

Student governors join the Quality and Standards Committee which considers student experience and outcomes in more detail. The student governor/s (16-18) will be asked to feedback to the Quality and Standards Committee on Student Council activities. Student governors will also be invited to participate in governor activities with students and staff.

Is this a paid role?

No, the role of governor is a voluntary role. However, expenses related to travel and caring responsibilities will be reimbursed in line with College policies.

How many Student Governors does the College have?

Three student governors can be appointed annually from the following constituencies:

- Two student governors – 16-18 programme
- One student governor 19+ programme.

What is the commitment for a student governor?

The Board have made some changes this year: 16-18 Student Governors can be appointed for up to two academic years. Students can re-stand the following year if they are still a student at the College. The student governor 19+ will be appointed for one year.

Where the student governor office ends in July 2026, student governors would remain a governor until the last meeting of the 2025/26 academic year.

Student governors will need to have time to prepare for and attend five full Corporation meetings and three Quality and Standards Committee meetings each year. The meetings take place on Thursday evenings from 5.30pm and last approximately two hours. In addition, governors also attend an annual strategic planning meeting which might be held during the daytime. (Date to be confirmed). The College can arrange for a complimentary taxi home from evening meetings.

Some meetings will be held by virtual (MS Teams or Zoom) and some will be held in College.

A week before each meeting, a pack of reports will be distributed via an online app for governors to read so that they have the information needed to discuss issues, ask questions and make decisions.

Student governors will need to have the time to attend induction sessions with the Director of Governance and management. Student governors will also be invited to attend external training sessions where there will be opportunities to meet with other student governors. Previous student governors have found these sessions really worthwhile.

Who is eligible to be a student governor?

Students studying at the College can stand apply for either 16-18 or 19+ student governor roles depending on your course.

Higher Skills students (Level 4 and above) and Higher Apprenticeships students are also eligible to apply as the 19+ student governor.

Students that are currently also teaching at Preston College cannot apply for the student governor roles.

All governors must sign an eligibility statement to confirm they are eligible to be a governor. Clause 8 of the College's Instrument and Articles lists reasons why a person would be ineligible to be a governor. The Instrument and Articles can be downloaded from the [College's website](#). Please contact the Director of Governance for further information.

What qualifications do I need to have to be a student governor?

There are no formal qualification requirements. Please see the student governor role description for the skills required. Student governors don't have a lot of time to settle in, grasp the role and make an impact. It's therefore important that student governors are confident, enthusiastic, proactive and willing to ask questions and give their views on the issues under discussion and how they could impact College life.

What training and support will be provided?

Induction and ongoing training will be provided for all new student governors by the Director of Governance to the Corporation. Student governors have the opportunity to attend national training and networks, and can also have support from a link staff governor. The Pastoral Manager will also provide support.

The Association of Colleges run student network events each year. Support and information for student governors from Unloc/The Blgrave Trust and and AoC can also be found [here](#). In particular student governors have developed a brief guide which is helpful. It can be found [here](#).

What are the advantages of being a student governor?

Being a student governor is a really interesting and a worthwhile voluntary role. Student governors can gain valuable experience and skills from working with people from a variety of backgrounds and sectors. Being a 'trustee' also provides governance experience which can be useful for educational development, career progression and personal development.

How are student governors appointed?

As stated above, student governors can apply for one of three student constituencies. This year they are as follows:

- 16-18 Student governor (one year)
- 16-18 student governor (two years)
- 19 + students governor (one year)

This year the Board has introduced interviews for student governor roles. Candidates will be interviewed by the Search and Governance Committee. If a large number of students apply, the Committee might shortlist before the interviews.

Student governors are formally appointed by the Corporation Board following the interview process. This is subject to the compliance checks.

Candidates are asked to submit a short candidate statement (no more than 300 words) which is shared with the Committee and the Board as part of the interview process. If candidates submit more than 300 words the statement will be edited at 300 words.

Candidates may wish to include:

- why they want to be a governor;
- what skills and experience they could bring to the role.

Please refer to the student governor role description for further information.

The Director of Governance will edit statements which contain incorrect information.

How do I apply for the role of Student Governor?

To apply please complete the online application form by **Tuesday 2 October 2025 at 5pm**.

Please click on the link below to submit your nomination:

[Click here to apply](#)

The link will not open until 18 September 2025.

You can type your candidate statement in Word and cut and paste it into the form.

Where can I find out further information?

Please contact Clare Rayner, Director of Governance to the Board, for an informal discussion crayner@preston.ac.uk or contact the Director of Governance on MS Teams.

Please read the Student Governor Role description at Part A.



Student Governor Appointment Timetable 2025/26 & Key Dates

Timetable

Thursday 18 September 2025	Applications open/call for application
Thursday 2 October 2025 at 5pm	Closing date for applications
Tuesday 7 October 2025 from 4.15pm onwards (provisional date and time)	Interviews

Key dates – Board and committee meetings

Thursday 16 October 2025	Board meeting
Thursday 20 November 2025	Quality and Standards Committee meeting
Thursday 12 December 2025	Board meeting
Thursday 22 January 2026	Board meeting – strategy meeting
Thursday 26 February 2026	Quality and Standards Committee meeting
Thursday 19 March 2026	Board meeting
Thursday 18 June 2026	Quality and Standards Committee
Thursday 9 July 2026	Board meeting

Key dates – Induction/training

14 October 2025	Preston College induction/welcome
15 October 2025 10am – 12pm 4 November 2025 10am – 12pm 12 November 2025 10am – 12pm 2 December 2025 1pm – 3pm (All the above sessions are the same – student governors only need to attend one of the sessions). Unloc offer other training opportunities – further information will be provided to student governors.	Education and Training Foundation - External Student Governor training