

# Governor Guide to logging in to GovernorHub and accessing The Key for Governors

The Key for School Governors and GovernorHub came together so your board has advice, guidance and training, plus useful board tools, *all in one place*. Access to The Key for School Governors is now controlled via GovernorHub.

**Please follow the below step by step guidance on creating your GovernorHub account and to access The Key.**

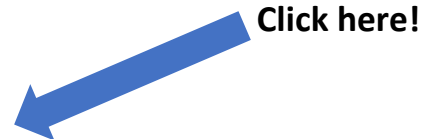
A Trust admin will invite you to join **The Key for School Governors** via Governor Hub. If you have not received this email shortly after joining your Governing Body, email [governance@tsatrust.org.uk](mailto:governance@tsatrust.org.uk).

1. You will receive an email that looks like this. Click 'Click here to set up your GovernorHub account'.

Dear Governance

Jen Coates has invited you to join [GovernorHub](#).

[Click here to set up your GovernorHub account](#)



GovernorHub is a suite of online tools to support school governors. The website provides quick and easy access to key sources of information, news and useful resources as well as a private discussion space for your governing body with a shared calendar and room to store all your documents for meetings.

To get started just click on the link above. [There are some help guides](#) to show you the basics and if you run into problems our support team is just a click away.

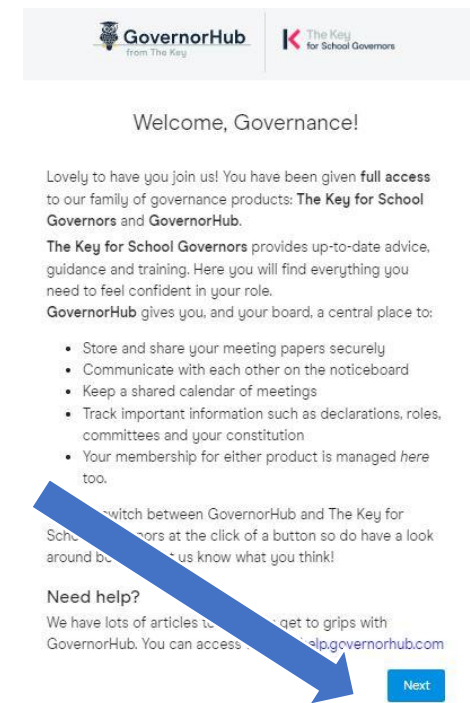
Please do not forward this email to anyone else - the link is specific to you and shouldn't be used by others.

Regards

The GovernorHub Team

2. You will be taken to this page. On this page click next.

**Click here!**



**GovernorHub** from The Key | **The Key** for School Governors

Welcome, Governance!

Lovely to have you join us! You have been given **full access** to our family of governance products: **The Key for School Governors** and **GovernorHub**.

**The Key for School Governors** provides up-to-date advice, guidance and training. Here you will find everything you need to feel confident in your role.

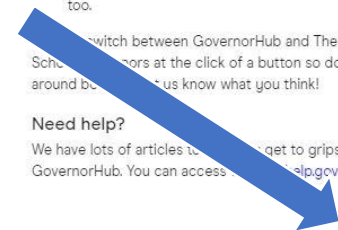
**GovernorHub** gives you, and your board, a central place to:

- Store and share your meeting papers securely
- Communicate with each other on the noticeboard
- Keep a shared calendar of meetings
- Track important information such as declarations, roles, committees and your constitution
- Your membership for either product is managed here too.

Switch between GovernorHub and The Key for School Governors at the click of a button so do have a look around both and let us know what you think!

**Need help?**  
We have lots of articles to help you get to grips with GovernorHub. You can access [help.governorhub.com](https://help.governorhub.com)

**Next**



# Governor Guide to logging in to GovernorHub and accessing The Key for Governors

3. Create a password for your account and click next.



1. Check your details are correct

First Name  
Governance

Last Name  
Test

Email Address  
governance@tsatrust.org.uk

Password here

2. Finish creating your account

Enter a password

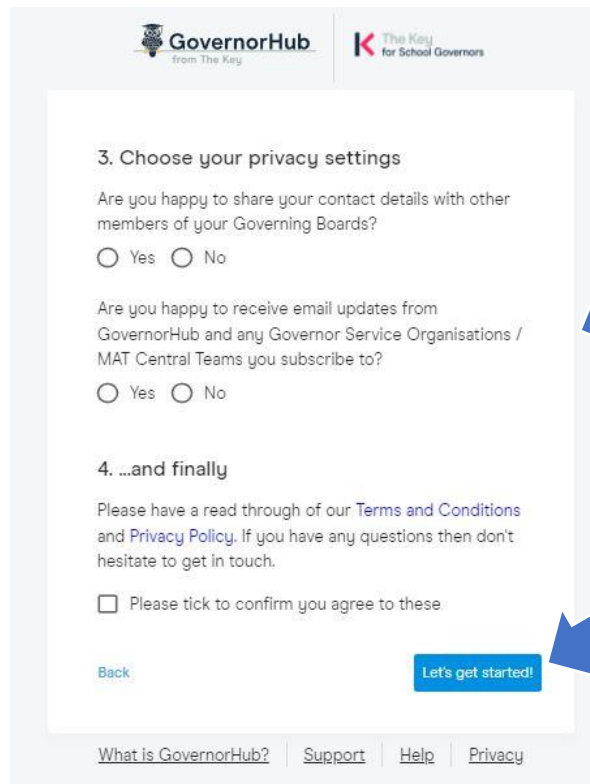
Your new password must be 8 letters or more.

[Back](#)

[Next](#)

Then click here!

4. Choose your privacy settings and click 'Let's get started.'



3. Choose your privacy settings

Are you happy to share your contact details with other members of your Governing Boards?

Yes  No

Are you happy to receive email updates from GovernorHub and any Governor Service Organisations / MAT Central Teams you subscribe to?

Yes  No

4. ...and finally

Please have a read through of our [Terms and Conditions](#) and [Privacy Policy](#). If you have any questions then don't hesitate to get in touch.

Please tick to confirm you agree to these

[Back](#) [Let's get started!](#)

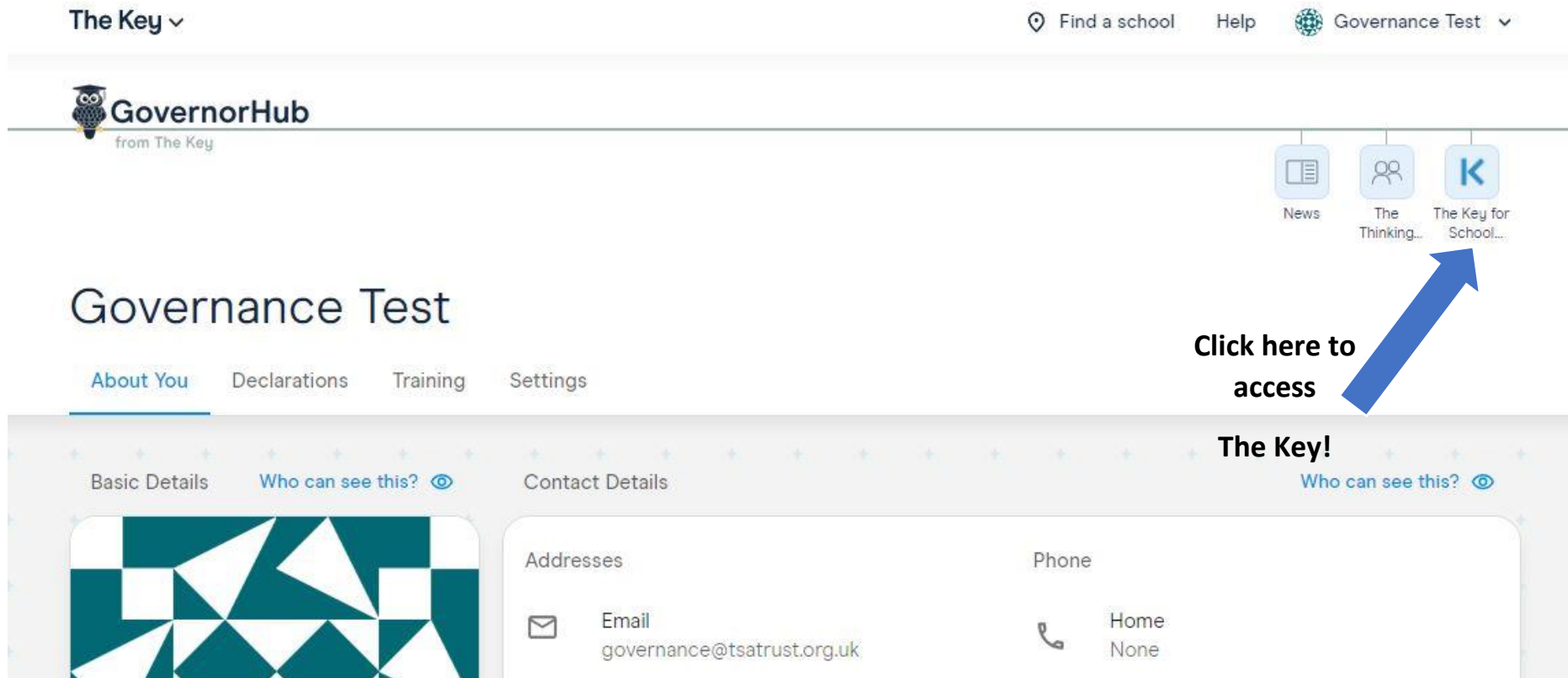
[What is GovernorHub?](#) [Support](#) [Help](#) [Privacy](#)

Choose privacy settings

Then click here!


## Governor Guide to logging in to GovernorHub and accessing The Key for Governors

5. You will then open up your account page which will look like this. To access The Key for School Governors, click the 'K' on the washing line bar at the top of the screen.



The Key ▾

Find a school Help Governance Test ▾

 GovernorHub  
from The Key

News The Thinking... **K** The Key for School...

**Click here to access The Key!**

### Governance Test

About You Declarations Training Settings

Basic Details Who can see this? 👁 Contact Details Who can see this? 👁

Addresses Phone

Email governance@tsatrust.org.uk Home None

# Governor Guide to logging in to GovernorHub and accessing The Key for Governors

## FAQs

### I want to access The Key for School Governors, but I've forgotten my GovernorHub password!

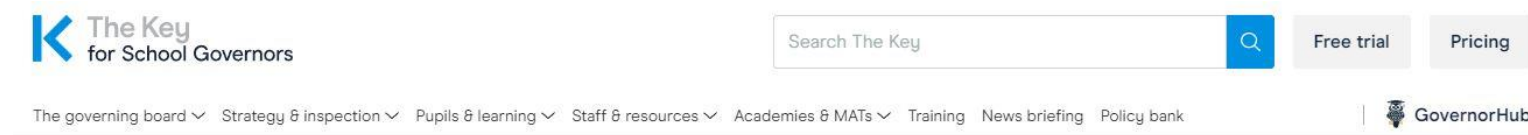
Not to worry - you can send yourself a password reset email on the login page or email [governance@tsatrust.org.uk](mailto:governance@tsatrust.org.uk) to send you a reset email.

If you don't receive the email or have any problems, contact the GovernorHub help desk by using the blue help icon on the bottom right of the website. You don't even need to be logged in.

### Once I have made my account, do I have to log in this way from now on?

Yes! Click [here for the Governor Hub](#) Sign in Page link.

Or if you go directly to the [Key website](#) you can click 'log in with GovernorHub'. This takes you to the GovernorHub login page.



## Empower your governing board and drive school improvement together.

We'll give you total assurance that every member of your governing board is competent in their role, Ofsted-ready and working with you as one unified team.

[Register for free](#) [View pricing](#)

Click here

