

27<sup>th</sup> February 2018

Dear Parent

### Can you help shape the future of our school?

We need parents of pupils at the school to make a difference in our school's community by volunteering to become parent governors.

Currently we have **two vacancies** for parent governors on the governing board.

Your voice as a parent is very important to our school and it is vital that the governing board has good representation by our parents among its membership.

Once elected or appointed for a term of four years, a parent governor takes on the role of a school governor, a public volunteer. All governors are equal; no category of governor is any more important or influential than any other. Parent governors exercise a strategic parental voice on the governing board.

I have included more detailed information on the role of governors with this letter. Please read this as it is important to understand the role, expectations and commitment before applying.

Being a governor does take up time. There are four governing board meetings each year, and governors usually serve on a committee which meet once a term. You will need to set aside time to be able to be an effective governor: time to prepare for meetings, for visiting the school, undertaking training and updating. Additional commitments will be required for a Governor Day each term and for occasional meetings considering particular issues.

To find out more about what being a governor at this school is like, you can contact Katrina O'Leary [katrinajoleary@outlook.com](mailto:katrinajoleary@outlook.com) or on 07880 786323, or Emmanuel Arbenser [Emmanuel.arbenser@ntlworld.com](mailto:Emmanuel.arbenser@ntlworld.com) or on 07796 663588 who will be very willing to answer any questions.

If you would like to take the opportunity to put yourself forward as a candidate, you may only do so on an official form, so please complete and return the attached nomination form (electronic forms can be found on our website). Please ensure that the completed form is returned to the school by noon on Tuesday 13<sup>th</sup> March 2018. If it is necessary for there to be an election, I will contact you to let you know about the arrangements.

Yours sincerely



Steve Solomons  
Headteacher

## Information about the role

### What can you offer as a parent governor?

- Enthusiasm, time and commitment.
- Any professional or other skills you may have will be very helpful.
- An openness to learning and change, and wanting to make a difference.
- Governors also provide objectivity in debate and decision-making and can add further and different perspectives to school matters.

### What are the benefits?

- Being a school governor is a privilege – you are a small but very important part in an educational system with a very long history.
- The knowledge that you have played a part in improving children's education and supported the school's staff.
- A chance to develop new skills, to practice and strengthen existing ones, such as chairing a meeting, researching or leading on a key school issue.
- The opportunity to work as part of a team to make a real difference in the community.
- The opportunity to meet new people from all walks of life whom you probably would not have otherwise encountered.
- Knowing that the decisions you collectively make will have a huge impact on children's lives.
- You develop as a person and may even find that your experiences as a governor influence future career and life choices.

### If you are interested in volunteering, here's what you should do. . .

1. Please check that you are eligible to stand as a parent governor. The definition of "parent" includes:
  - a. All natural parents, whether they are married or not; and
  - b. Any person who, although not a natural parent, has parental responsibility for a child or young person; and
  - c. "Parent" is defined as including "any individual who has or has had parental responsibility for, or cares for, a child or young person under the age of 18". It includes a person who the child lives with and who looks after the child, irrespective of what their relationship is with the child. The reference in the definition must be to someone involved in the full-time care of the child on a settled basis.

There are some criteria which can disqualify you from serving as any type of governor. This list is given in the form attached. If you are applying, then you must confirm that you are not disqualified by those criteria.

### What happens after the nomination deadline has passed?

Any nominations received after the deadline will not be accepted.

If the school receives more nominations than there are vacancies, then we will hold an election and parents will be asked to take part in a secret ballot to vote for the candidate(s) they feel would be most suitable as a parent governor. The information you supply as part of your nomination will be circulated to parents to help them decide who to vote for. Your personal contact details will not be distributed. This is for governing board purposes only.

If the school receives the same amount of nominations as there are vacancies, then those nominees are deemed to be 'elected unopposed' and become parent governors without the need for a ballot.

If an election needs to take place then I will inform all nominees personally, and all parents in writing, providing the details of how to vote and the deadline for doing so.