

04 November 2019

Parent Governor Election

I am writing to you to invite you to stand for election as a Parent Governor, or nominate another parent to do so. In our school, we have provision for three Parent Governors and there is currently one vacancy.

The governing body, with the Headteacher, has overall responsibility for the running of the school. Local Governing bodies have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction; to contribute to the work of the local governing body in ensuring high standards of achievement for all children and young people in the school by:
- Holding the Headteacher to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. However, we would particularly welcome nominations from parents with the following skills:

- HR - Including employment legislation, executive recruitment, performance management and pay
- Marketing, media management and PR
- Professional experience of supporting social and emotional wellbeing of young people
- Financial management expertise - Including budget monitoring and financial solvency

Training is available for all governors and this local governing body has an expectation that those new to being a governor attend free induction training, and complete online based learning via National Governance Association, through the local governing body's membership.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

The term of office for all governors on the local governing board is 4 years. If you would like to stand for election, please complete the enclosed nomination form and return it to the main reception no later than Friday 15 November at 3pm. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent.

If there are more nominations than vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure, and if you provide one, your personal statement.

Yours sincerely



Headteacher