



Dear Parent(s)/Guardian(s)

The Governing Board is responsible for both the conduct of the school and for promoting high standards. The Governing Board carries out its role by ensuring the vision and ethos is established and that the school works efficiently and effectively. It does this by building a thorough knowledge of the school and its community, by both supporting and constructively challenging the school, and ensuring compliance. The Governing Board of our school is made up of various categories of Governors who all work together in the interest of children at the School.

A vacancy has arisen for a Parent Governor. Before deciding whether to nominate yourself, you may want to know a bit more about what is involved. Governors need not be experts in the field of education. What they do need is an interest in the school and in the welfare of our children as well as the time and willingness to get involved. Further details can be found on our website. At the moment the Governing Board would welcome nominations from individuals with expertise in building and maintaining positive community links and being an advocate of the school.

Training and support is available to Governors. You need the ability to be able to work as part of a team, to question proposals and contribute to discussions so that the Board can make good decisions. All Governors are expected to be able to read straightforward budget reports and data on school standards.

We expect Governors to:

- attend termly meetings of the full Governing Board
- contribute as a member of a Committee and attend termly meetings
- visit the school formally at least once a year
- attend school events when possible to support the work of the school and improve your knowledge and understanding of the school
- attend training courses and be ready to be interviewed by Ofsted inspectors when necessary

In return, we commit to

- provide access to quality training
- provide you with access to our on-line GovernorHub portal giving easy access to documents, agendas and information to support you in your role

If you would like to find out more about our current Governors and the work of the Board please see our website. You might also like to look at the information for prospective Governors on www.inspiringgovernance.org or via our Clerking Service www.trustgs.co.uk

Please note that for the protection of children all governor appointments are subject to a DBS check and identity check.

If you would like to put yourself forward as a candidate, please complete and return the attached documents to me by 9am on Friday 16th October. Your nomination should be accompanied by a short personal statement which should include (in no more than 250 words please):

- evidence of the extent to which you possess the skills and experience the Governing Board desires;
- your commitment to undertake training to acquire or develop the skills to be an effective Governor;
- if seeking re-election, details of your contribution to the work of the Governing Board during your previous term of office; and
- how you plan to contribute to the future work of the Governing Board.

If it is necessary for there to be an election, I will contact you to let you know about the arrangements.

Yours sincerely



Head teacher

Enclosed: Nomination form, Eligibility Self Declaration Form