



Dear Parents and Carers

Parent Governor Vacancy

There is a vacancy for a parent governor on our school's governing board and I am writing to invite nominations to fill this vacancy.

The governing board has an extremely important role. They are responsible for the strategic direction of the school, working in partnership with the headteacher, promoting high standards of educational achievement and ensuring our resources are used to maximum impact. Governors individually have no power but when they act collectively, as a corporate body instead of as individuals, they are very powerful.

Parent governors are a vital part of the school's governing board. They also help to ensure the board is connected with the parents at the school (although you are not expected to be a spokesperson for parents).

In looking to fill this vacancy the governors have identified the following skills, experience and attributes that they feel would help strengthen the governing board:

- HR experience
- Marketing expertise

All governors receive training to help them carry out their role. Oxfordshire Governor Services runs a wide variety of training courses for governors which you can attend, including an induction course for new governors – we expect all our governors to complete induction training.

Nominations must be from parents or carers with children at the school on the day that nominations close. The enclosed sheet summarises the disqualification criteria to serve as a governor. Anyone standing for election must certify that they are not disqualified for any reason listed. All governors



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must apply for a DBS check. The school will arrange that. Parents/carers who have paid employment in the school for 500 hours per academic year or more or who are elected members of the Local Authority are not eligible to stand in these elections.

If you would like to stand for election, please complete and sign the enclosed nomination form and return it to the school office no later than 12 noon on **Friday 6th September**. You can nominate yourself. Please include a few details about yourself and why you would like to become a governor. This will then be circulated to all parents to help them decide who to vote for if an election is needed. You do not have to complete this section, but if you don't you may put yourself at a disadvantage if there is an election.

An election, by secret ballot, will be held if more nominations are received than the number of vacancies. If an election is needed details of the procedure will be sent to all parents.

If you would like to know a little more about becoming a parent governor, please get in touch with Phoebe O'Donnell who is at present herself a parent governor.

Please think about taking on the role or encourage other parents to volunteer. We need committed parent governors to make the governing board as effective as it can be.

Yours sincerely,

Headteacher : Lynn Jenkins

Chair of Governors : Catherine Hayward



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