



Hannah More Primary School

Dear Parents and Carers

18th September 2018

Parent Governor Vacancy

Would you like to be more involved in your child's education?

If you would, why not consider becoming a school governor. There are currently 2 vacancies for parent governors at this school.

What do school governors do?

- Oversee the budget
- Help recruit staff
- Monitor the performance of the school, e.g. in examinations and key stage tests
- Advise on school policies and procedures
- Provide a vital means for parents and the community to get their views heard by the governing body as a whole

Are you interested?

If you are interested in becoming a parent governor but feel a little daunted by the responsibility you may be taking on, remember that full training will be available, and you will always act as part of a team.

What skills are required?

You will need an interest in the school and in the welfare of our children and the time and willingness to get involved. Governors also need the ability to be able to build relationships with a range of people, to be able to work as part of a team, to be able to question, and to make connections between different types of information.

Your Commitment

If you become a governor you will be taking on the following commitments to help make sure the school is well managed:

- Share the responsibilities of the governing body as summarised above.
- Attend and participate in governors meetings on a regular basis – the governors generally meet six times a year
- Undergo appropriate training

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- You may also be invited to sit on appointment panels or attend committee meetings etc.

You will be required to sign the governing body's code of practice, and to apply for a DBS enhanced disclosure.

What do you need to do next?

Read the section at the end of this letter which explains the process for appointing parent governors. A nomination form is enclosed.

The closing date for nominations is 12 noon on 2nd October 2018

If you would like to know more about the role of parent governor or the appointment process you are welcome to contact Miss Ramsay or a serving governor at school.

Yours sincerely

A handwritten signature in black ink that reads "Sue Ramsay". The signature is written in a cursive style with a large initial 'S'.

Sue Ramsay
Returning Officer