



Wednesday 8<sup>th</sup> May 2019

Dear parent(s)/carer(s),

We are writing to inform you of two vacancies for the role of parent governor on our governing board, from September 2019.

### **The role of the governing board**

The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

### **The role of a parent governor**

As a parent governor, you'll work with the board to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the board is connected with, and is aware of the views of, parents and the local community. Although elected by parents, parent governors are not mandated delegates. They may reflect other parents' views to the governing body, and this will involve communicating with and getting to know other parents. All governors make their decisions and vote according to what they believe to be in the best interests of the pupils and the school.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills

More information on skills can be found here:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/583733/Competency\\_framework\\_for\\_governance\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/583733/Competency_framework_for_governance_.pdf)

<https://www.inspiringgovernance.org/volunteers/about-the-role/>

<https://www.nga.org.uk/Be-a-Governor/Be-a-Governor.aspx>

### **Expectations of governors**

Governors do not need to be experts to tackle the range of responsibilities expected of them. Help, advice and training are available from various sources. If you are interested in the education of your child and the way the school makes decisions and have some time to commit to this role we would like you to consider becoming a parent governor.

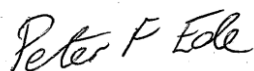
The Full Governing Board meets twice per term, in the evening, for two hours. You will also be required to sit on at least one other Committee, which will generally meet once per term. If work commitments allow, you would also be asked to occasionally attend school during the day, for example for monitoring visits. The term of office is four years. Reasonable expenses will be reimbursed (for example to cover childcare during your attendance at a meeting).

## How to apply

If you're interested in applying for the role, please complete the candidate form attached to the letter and return to the school office by email or hard copy by **Wednesday 22<sup>nd</sup> May** (Office@shelford.cambs.sch.uk). If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this.

If you have any queries about this process or would like to find out more about the role, please contact Chris Grey, Peter Ede or any current Governor.

Yours sincerely,



Chris Grey, Head teacher

Peter Ede, Chair of Governors

Be happy! Be busy! Be safe! Be healthy! Be organised! Reflect! Celebrate! Be an enthusiastic learner!

