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Monday 27th September 2021

PARENT GOVERNOR VACANCY

Dear Parents/Carers,

We currently have a vacancy for **one** parent governor and are seeking nominations for an enthusiastic and committed parent or carer to join the governing board.

The core functions of the governing board are:

- Ensuring clarity of vision, ethos and strategic direction.
- Holding senior leaders to account for the educational performance of the organisation, its pupils, and the performance management of staff.
- Overseeing the financial performance of the organisation and making sure its money is well spent.

The term of office for all governors is four years.

At Ellingham Primary School we always aim for positive and purposeful partnerships with parents, which undoubtedly bring important benefits to the pupils. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor. The governing board's main tasks are to support the school, ensure that all pupils receive a high-quality education, and plan for future development and improvement.

Parent governors are welcomed as valued members of the team and play a vital role. We are confident that there are parents prepared to volunteer to take on this key role and give their time and commitment to help us continue to develop and improve the school's performance. At this time, we are particularly looking for candidates with experience in the education sector but would be happy to hear from any parents or carers who are keen to contribute to Ellingham's continued development.

Governors currently meet as a board four times a year and meetings usually start at 6.30pm and are finished around 8.30pm. In normal times meetings are held at the school but have recently been held remotely due to the pandemic. We also have a resources and finance committee, and curriculum and achievement committee that meet once or twice a term. All governors are invited to join the committee that their skills and experience match with, or they have a particular interest in.

Governors are also expected on occasions to visit the school during the day for monitoring visits and are encouraged to support school events, where possible.

We offer new governors a comprehensive and supportive induction, and each new governor is assigned a mentor. Full training for the role is also provided through Achieving for Children Governor Support.

If you are interested in becoming a governor, or wish to nominate someone else, please complete the attached form which must be submitted to the school office or clerk@elp.rbksch.org by **12.00 noon on 4th October 2021**.

Candidates may also, if they so wish, submit a personal statement in support of their candidacy (no more than 100 words).

When nominating yourself or someone else for the role of parent governor, you are nominating the person you believe has the skills and commitment to undertake the role. You are also nominating someone you trust to work with other governors and the headteacher to promote high standards and strategically develop the school. The parent governor's role is not to represent individual parents' views or to report back directly to parents.

Should you have any questions about the role please do not hesitate to contact me via clerk@elp.rbksch.org

If there are more nominations than vacancies, an election will be held. Candidates will be notified, and all parents/carers will be sent a voting paper. For equality purposes, canvassing in any form (including social media) is not permitted.

Yours sincerely,



Jo Merritt
Chair of Governors

PARENT GOVERNOR NOMINATION FORM

Please complete section one for self-nomination and refer to the information on the reverse of this form to make yourself aware of the circumstances that a person may not be permitted to stand for the role of school governor. If you are nominating someone other than yourself, please complete section two of this form, reviewing the reverse of this page to ensure that the individual in mind is suitable for the position

Section one – self nomination

I wish to nominate myself for the role of parent governor at Ellingham Primary School. I have read the information on disqualification and confirm that I am eligible to stand for election.	
Name:	
Email address:	
Child's name:	
Child's class:	
Signature:	

Section two – nominating someone else

I wish to nominate another parent for the role of parent governor at Ellingham Primary School. I confirm that I have informed the parent of my intention to nominate them and they are willing to be nominated for election.	
Nominee's details	
Name:	
Email address:	
Child's name:	
Child's class:	
Signature:	
Person being nominated	
Name:	
Email address:	
Name of child:	

Child's class:	
Signature:	I have read the information on disqualification and confirm I am eligible to stand for election.

Please return your nomination form to the school office no later than **12.00 noon on 4th October 2021**. The returning officer for this election is **Helen Jeffrey, Governance Professional**.

If there are more nominations than vacancies, an election will be held and all parents will be sent a voting paper.