



# Woolton High School

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## **PARENT GOVERNOR ELECTION**

Dear Parent/Carer,

I am writing to you to invite you to stand for election as a parent governor, or nominate another parent to do so. In our school we have provision for two parent governors and there is currently one vacancy.

Nominations can only be accepted from parents or carers who have children registered at the school on the day that nominations close.

The Governing Board, with the Headteacher, has overall responsibility for the running of the school. The role of a school governor is to contribute to the work of the Governing Board in ensuring high standards of achievement for all children and young people in the school by:

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

The role of governor can be demanding but very rewarding. Parent governors serve a term of office and under usual circumstances, can expect to spend approximately 6-8 half days a year on governance duties. These include:

- Attending meetings of the GB, usually 2.30 – 5.30pm, one annual away day, and contributing to GB business;
- Reading reports and papers and keeping up to date on the progress that the school is making; and
- Visiting the school from time to time during the school day.

You will be expected to, undergo a Disclosure and Barring Service (DBS) check, sign a governors' Code of Conduct and have:

- a strong commitment to the role and improving outcomes for children
- the inquisitiveness to question and analyse;
- the willingness to learn;
- good inter-personal skills;
- appropriate levels of literacy in English (unless a GB is prepared to make special arrangements); and
- Sufficient numeracy skills to understand basic data.

Training is available for all governors and the Governing Board has an expectation that those new to school governance attend the free induction training.

The “**Qualifications-Disqualifications to serve as a school governor**” document on our school website summarises the circumstances under which someone cannot serve as a governor.

If you would like to stand for election please complete the nomination form “**School Govers Nomination**” found on the school website. Please download and complete it and return it to the school no later than **7<sup>th</sup> February 2020**. You may also include a personal statement to support your nomination. There is no limit on the length of this statement, however, we encourage candidates to be succinct when setting out the skills, experience and attributes that they can bring to the Governing Board to support their nomination. Self-nominations will be accepted, but if you are nominating another parent please seek their prior consent.

If there are more nominations than vacancies the election will be by secret ballot on **14<sup>th</sup> February 2020**. If a ballot is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

To find out more about our school's governing body (i.e. frequency of meetings etc.) and the Governing Board's code of conduct please contact Ms Sarah Powell.

Yours faithfully,

Mr M Christian  
Headteacher