

16th October 2020

Dear Parents/Carers

Larkmead School Election of Parent Governor – Nominations by Tuesday 10th November 2020

The Local Governing Body (LGB) of the school has a vacancy for a parent governor. We are writing to ask if you would be interested in becoming a parent governor.

Becoming a governor is a very rewarding and worthwhile experience. Effective governors do not need expertise in education but do need to be committed to their school, willing to ask questions and offer appropriate challenge and support.

All governors are expected to:

- attend termly (roughly) evening meetings of the LGB
- attend development sessions which are usually once a term
- visit the school formally for monitoring purposes

Governors also need to be able to work as an enthusiastic member of the governing body team with the aim of raising and maintaining high educational standards for all children. Governors are asked to act with integrity, honesty and objectivity and at all times in the best interests of the school.

The prime focus of the LGB is to develop the strategic direction of the school, be accountable to stakeholders and to ensure that financial resources are spent appropriately.

Governors also have a number of opportunities to access training to develop and enhance their knowledge and skills.

It is important to note that governors are elected to bring the experience of that individual as a member of the LGB. Once elected, parent governors are a representative parent but not a delegate. This means they are not expected to report back to parents on any matters relating to the school or LGB without prior consent from the governing body.

The LGB welcomes nominations from individuals with the following skills or experience: Governance experience / data analysis / finance management / human resource management / local community knowledge / community services / premises & buildings management / commercial / special needs awareness / health and safety / leadership and management / marketing and PR.

Anyone who has parental responsibility for a pupil on the school roll at the time of the election can nominate themselves, stand for election and vote in the election. The term of office for a parent governor is four years.

Nominations should be made using the nomination form enclosed with this letter and must be submitted to the school before noon on Tuesday 10th November 2020.

Nomination requires that each candidate provide a brief personal statement of up to 200 words in length, covering a little information about the candidate and why they would like to be a governor. Should there be more than one nomination for the vacancy, there will be a parent ballot and all personal statements will be shared with parents, to help them decide how to vote.

On 13th November 2020 we will inform parents about the details of parent governor nominations and whether we need to have an election.

If there is an election, we will run this using an online voting form, via the email address we have registered for parents in the school database (please contact us if you want to check or update this information). If you cannot vote online, you can still participate by coming into school and voting in person at reception.

We will send more details to you about how to vote online or in person if and when voting is about to start.

A copy of the Rules and Procedures guiding the election of parent governors and further copies of the nomination form can be obtained from the school website or by asking at reception.

Yours sincerely



Headteacher



Chair of Governors

Enclosures:

- Eligibility – Qualifications and Disqualifications Criteria
- Nomination Form

