



# Scalford C of E Primary School

School Lane, Scalford, Melton Mowbray, Leicestershire LE14 4DT

Headteacher:  
Mrs M Waring

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8<sup>th</sup> September 2017

Dear Parent

## **Nomination for Parent Governor**

There is a vacancy for a parent governor to serve on the school's governing body. We are very keen to encourage parents and carers of registered pupils to nominate themselves to become part of our governing body.

Parent governors are elected by other parents and are vital to our governing body. They share equally with other governors the duty of carrying out the governing body's wide range of responsibilities. Governors **do not** run the school day to day, as their role is at the strategic or policy-making level in the school. They ensure that the headteacher performs his or her responsibilities for the educational performance of the school and that sound, proper and effective use of the school's financial resources are maintained. You do not have to be an expert on education to be a school governor, and we value the experience and skills that all governors bring to the role. However you will be expected to demonstrate skills and experience that will enhance governance at the school, a commitment to undertake training and a willingness to engage in the life of the school and its strategic development, over and above merely attending meetings.

If you join our governing body, you will serve for a four year term and you can continue to the end of the four years even if your child leaves the school. Being a governor **does** take up time. There are three governing body meetings each year and governors usually serve on one or more committees which meet three times a year too. You will need to set aside time to be able to be an effective governor: time to prepare for meetings, for visiting the school, to undertake training and updating.

If you would like to take the opportunity to put yourself forward as a candidate please contact the school in writing and request an application pack which will contain further information along with a parent governor election form. Please complete and return the election form to the office by 3.15pm on Monday 25<sup>th</sup> September 2017

If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

To find out more about what being a governor at this school is like, you can pop into the office and we will answer any questions you may have.

Yours sincerely <

Headteacher and Returning Officer