



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

Dear Parent,

## **PARENT GOVERNOR ELECTION**

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 currently have one vacancy. James Gibson has served on the Governing Board for the last four years and he has shown commitment to the role by always attending meetings, being a class governor and meeting the children regularly, taking part in staff interviews and by being a member of the Finance Committee. He has worked with enthusiasm to ensure the children at Moor Hall have the best opportunities. He has been very active in assisting with our expansion and has given his time freely to helping us move into the new Early Years provision. As his daughter will be leaving the school in the summer, he will not be seeking re-election, but we wish him well in the future.

The governing board, with the Head Teacher, has overall responsibility for the school. Governing boards have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Creating robust accountability and holding the Head Teacher to account for the educational performance of the school and its pupils;
- Overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the Governing Board's work. Full Governing board meetings are held in the evening. Finance and Resource committee meetings are held during the school day but not all Governors are members of this committee. In addition all governors take on an individual responsibility as either a class governor or a key governor for an aspect of school improvement. In order to carry out this role all governors have to commit to be able to spend a small amount of time during the day in school, spread across the year.

Training is available for all governors and this Governing Board has an expectation that those new to being a governor undertake induction training within six months of becoming a governor. In addition all governors are required to sign a code of conduct which has been issued by the Local Authority and which asks governors to commit to supporting the Nolan principles of Public life.

All parents and carers with parental responsibility are entitled to stand as a parent governor. However, the DfE now recommend that governors are appointed to the governing body for the skills and knowledge they can bring to the team of governors. We would particularly welcome applications from parents with the following:

- Experience of PR, marketing and community relations
- Knowledge of local businesses
- Experience of managing building projects and applying for resources through external funding streams
- Knowledge and understanding of the current educational landscape

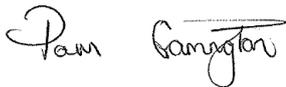
In addition, the core skills required of a governor at Moor Hall Primary School are:

- An interest in education
- Subscribing to the vision of the Moor Hall Child
- Appropriate availability
- Good communication/interpersonal skills
- The ability to work as part of a team
- A commitment to participate in governor training
- A desire to support the school

If you would like to stand for election please complete an application form which is available on to you on our website and at the reception desk and return it to the school, in a sealed envelope marked "Parent Governor vacancy" no later than **Friday 17<sup>th</sup> May**. If there is more than one application, then an election will be held by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure. Your supporting information statement will be used as information to parents to ensure that they are able to make an informed decision.

If you are interested in finding out more, please contact the school and we will be delighted to arrange an informal chat with one of our governors.

Yours sincerely,

A handwritten signature in black ink that reads "Pam Garrington". The signature is written in a cursive style with a long horizontal flourish extending from the end of the name.

Pam Garrington  
Chair of Governing Board.  
Moor Hall School