

6<sup>th</sup> November 2020

Dear Parents,

### **Parent Governor Vacancy**

Due to the resignation of Mrs Alison Skillen from the governing body, we have a vacancy for a parent governor which we need to fill as soon as possible. Kings Worthy Primary School has always aimed for a partnership with parents which undoubtedly brings great benefits to the children. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor.

The governing body's main tasks are:

- to ensure that the school has a clear vision, ethos and strategic direction;
- to hold the headteacher to account for the educational performance of the school and its pupils;
- to oversee the financial performance of the school and making sure its money is well spent.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents and the local community. We feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

In looking to fill this vacancy the governors of the school have identified the following skills, experience and attributes that they feel would help strengthen the governing body:

- Data analysis
- Financial management
- Strategic management

If you have any of these skills from your work or volunteering we would be particularly interested to hear from you. However the most important attribute is being committed to the school's vision and ethos, and improving education for all of our pupils.

At Kings Worthy Primary School we link governors to specific subjects and some have a special responsibilities, for example, Development and Training, Safeguarding or Health and Safety. We suggest it will require about 20 to 30 hours per term, for tasks including:

- prior reading of paperwork and the preparation of questions before meetings

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- attendance at Full Governing Body meetings (6 per academic year) – these are currently held virtually
- school monitoring visits
- reviewing policies and the school's budget
- attendance at governor training

If you are interested in standing as a parent governor or you would like further information, please contact the school office who will arrange for the Chair of Governors to contact you.

Training and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training.

If you feel you can help in this capacity please contact the school office for an application form which will need to be completed and returned to the school by 12.00 noon on Friday 20th November 2020.

Information for prospective governors is available on the Hampshire County Council website. You will find video, elearning and written information on the site and all of these will provide you with further details about the role.

Please note that for the protection of children all governor appointments are subject to an identity check. If there are more applications than vacancies, we will hold an election and all parents will be able to vote.

The governing body is very grateful for the time and commitment that Mrs Skillen has given to the school.

Yours sincerely,

Jamie Dodson & Claire Welland

Headteacher    Chair of Governors

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