



BANWELL PRIMARY SCHOOL

Belong Believe Achieve

Headteacher: Mrs C Pocock

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4 January 2018

Dear Parents and Carers

VACANCY FOR PARENT GOVERNOR

Our school's Governing Body has one governor vacancy for parents or carers of children currently at the school. I am writing to invite you to consider taking on the important and rewarding role of parent governor (or to nominate another parent or carer to do so).

The Governing Body, together with the Headteacher, has overall responsibility for running the school. Governing bodies have three strategic functions:

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

No special qualifications are needed. The most important thing is to have a keen interest in the school, and a willingness to take an active part in the Governing Body's discussion and work. You will need to commit an average of 5-10 hours per term. Training is available for all governors, and those new to being a governor are expected to attend induction training.

If you'd like to become a parent governor, you will need to:

- Complete the attached application/nomination form
- Write a short personal statement (of up to 250 words) about why you want to be a governor and summarising your skills and experience in work and other responsible roles
- Return your form and statement to the school office team (marked for the attention of "Clerk to Governors") **by 3.30 pm on Monday 22 January 2018**

Self-nomination is acceptable. If you wish to nominate another parent, they will need to give their consent. If only one parent applies, they will be appointed. If there is more than one applicant, the vacancy will be filled through a secret ballot of all parents and carers. The applicants' statements will be published to support the ballot.

Please visit the "[Meet the Governors](#)" page of the school's website (in the "Our School" section) to find out about the current governors, and what governors do. There is also information about the circumstances in which someone cannot be a governor. If you have any questions, want more information, or would like to talk with a current governor about what's involved, please contact Cathryn Butler [Clerk to Governors] at cathryn.butler@banwellprimary.co.uk.

We look forward to hearing from you.

Yours sincerely

Malcolm Davey
Chair of Governors

Enc

BANWELL PRIMARY SCHOOL

PARENT GOVERNOR VACANCY: APPLICATION/NOMINATION FORM

APPLICANT

I, *[names in full]*, _____

of *[address]* _____

_____ Post Code _____

am willing to stand as a candidate for parent governor at Banwell Primary School, and confirm that I am not disqualified from standing for any of the reasons set out.

Email address _____

Telephone number _____ Mobile number _____

I am a parent/carer of the following pupil(s) who is/are registered at the school:

Name(s) _____

Class(es) _____

Signed _____ Date _____

(IF APPLICABLE) PROPOSED BY

Full Name _____

Address _____

Parent/Carer of Name(s) of Pupil(s) _____

Class(es) _____

Signed _____ Date _____

*Please return this form, with your 250 word personal statement, to
Clerk to Governors, via the School Office Team at Banwell Primary School
(and/or scan and email your form and statement to cathryn.butler@banwellprimary.co.uk)
by 3.30 pm on Monday 22 January 2018*