

Kingston St Mary Church of England Primary School

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Friday 23rd February

Dear Parent / Carer

Election of Parent Governor at Kingston St Mary School

A vacancy has arisen for a Parent Governor on the governing body at Kingston St Mary Primary school. Schools need enthusiastic and committed people to become governors. Being a governor is not easy, but it is important, interesting and satisfying. Governors have the opportunity to express their own views, to listen to the views of other representing the school and its community and to influence pupils' education for the better.

As a school governor, you would be part of a team (the governing body) with a range of important responsibilities. Governors work in partnership with school staff to shape the future of the school, to decide the key issues that will help staff to raise standards and to determine how the school will best spend its money to achieve these aims.

Although the parents of the school vote for Parent Governors, they are not delegates, nor do they always have to act as a spokesperson for the parents. In our school, the term of office for Parent Governors is 4 years, as laid down in our Instrument of Government. Parent Governors are not required to resign once their children have left the school, but may serve out the rest of their term of office.

Governors don't need qualifications, just the desire to make a positive contribution, show interest, and time – approximately an evening every half term and monitoring visits to school, two or three a year. You may find it useful to contact our Co-Chair of Governors for a further discussion. You may also wish to contact the Education Department of the Bath and Wells Diocese.

Somerset Governor Services provides a comprehensive development programme of courses, workshops and other events for all governors – new and more experienced – at a range of locations across the County, and online.

The role of Governor

There are 3 main functions of a governor –

1. Making sure there is clarity in the vision and ethos of the schools in the federation and their strategic direction;
2. Holding the executive headteacher to account for the educational performance of the school and the performance management of the staff; and
3. Making sure that the school spends its money effectively.

The role of a governor will be –

- A thinking and questioning role, not a doing role which is your employed role.
- Required to get to know the school by knowing its strengths and weaknesses with a governance perspective.
- Expected to commit to the time required to undertake the role, which would equate to approximately 12 days per school year.

We do our best to: Use Our Head, Have a Heart, Give a Hand

"I came so that they could have life – indeed, so that they could live life to the fullest."

John 10:10

- To always act in the best interests of **all** of the pupils in the school to better their outcomes.

The expectations of governors have increased and it is important to understand that, in order to contribute effectively, all governors will be expected to:

- Be committed to upholding the values and ethos of the schools;
- Attend & contribute to meetings of the Board of Governors;
- Analyse information, make observations and be proactive in seeking ways in which the schools could further enhance outcomes for all pupils;
- Engage in constructive discussions that will involve questioning and challenging points of view;
- Review and agree policies & guidance, ensuring that the school is working effectively within legal frameworks.

The list is probably longer but does give a flavour of the demands that the Board of Governors will face.

So why do people do it?

This is a question often asked; here are a few of the reasons:

- No single governor is expected to know everything about education and in relation to schools the law, finance and strategic planning – they are part of a corporate body who have the combined experience, knowledge, skills and commitment to work together to meet these demands effectively,
- It is a great chance to give something back to the schools, other than as a paid employee, within the federation and to take a further active role in shaping their future and bettering the outcomes for all the pupils within the schools,
- Governors are privileged to be able to see at first hand the impact of the hard work that they put into the strategic planning of the school.

If you would like to be a candidate, please complete the slip overleaf and return it to the School **NOT LATER THAN Friday 6th March.** Please mark the envelope Confidential and for the attention of the Head Teacher. It would be helpful if you could enclose some factual details about yourself and why you wish to become a governor (not more than 75 words please). You will be notified of the election period in due course.

- If the number of candidates exceeds the current vacancy/vacancies, an election will be required and voting slips and details of how to vote will be brought home to you by your child/children.
- If the number of candidates is equal to the current vacancy/vacancies, the candidates are deemed to be "elected unopposed".
- If the number of candidates is less than the current vacancy/vacancies, the remaining vacancy/vacancies can be filled by persons APPOINTED by other members of the governing body. These persons must be parents of school age children but not, necessarily, from this school.

A notice giving the name of the new Parent Governor will be placed outside the main school entrance. All enquiries about this election should be made to the Clerk to Governors, Jane Burden, via email – jburden@ksm.somerset.sch.uk.

The attached sheet lists the situations which disqualify you from serving as a school governor. In addition, you are disqualified from election or appointment as a Parent Governor if you are an elected member of the local education authority, or if you work at our school for more than 500 hours in a school year at the time of your election or appointment. All governor appointments are subject to an Enhanced DBS Clearance which is handled by the local authority once the election/appointment procedure has taken place.

Yours sincerely

Jenny Bishop and Stephen Meredith
Co-Chair of Governors