



24th November 2021

Dear Parents and Carers,

Re: Parent Governor Vacancies

I am really excited to announce that we have two vacancies for Parent Governors as part of our local governing body. Governors play an important role in the life of the school working with the Headteacher and the leadership team in setting the overall direction of travel of the school. As well as being involved in key decisions impacting the school around appointments and budget spend, they also review school performance to maintain high standards in pupil achievement and progress.

Our Governing Body come from a range of backgrounds and experience to ensure we get a balance of support and views that is representative of the diversity of our school make up. We want to continue this and welcome anyone who has time to offer, a passion for vision and values and wants to play a part in helping shape our school now and into the future to join.

If you are interested in applying to be a governor or would like to find out more, please see the information below.

What skills do I need to be a Parent Governor?

No particular experience or qualifications are required to be a parent governor. Your role would be to bring the parents perspective as part of the governing body and leadership of the school. You will be joining a very collaborative and supportive teams and there will be full training available to help with any specific areas you need to know about.

Your Commitment

If you become a Governor, you will be taking on the following commitments to help make sure the school is well managed:

- Share the responsibilities of the Governing Body as summarised above.
- Attend and participate in meetings on a regular basis – Governors attend three Full Governing Body meetings and are normally a member of one committee which usually meet about 2-3 times a year each. Meetings normally last no longer than two hours
- Undergo appropriate training.
- You may also be invited to sit on appointment or other panels



You will be required to sign the Governing Body's code of practice, and to apply for a DBS enhanced disclosure.

What do you need to do next?

If you would like to apply to be a parent governor, please send in a letter of interest detailing why you would like to be a governor and what you feel you would bring to the role.

Once an expression of interest is received, you will then be asked to complete a form to help us understand any specific skills you have. If more than two parents express an interest, then it will go to a parent vote where you will be asked to write a short paragraph to support your nomination.

The nomination period will open today and close at 12 noon on Friday 3rd December 2021 so please send your expression of interest before the closing date to be considered.

If you would like to know more about the role of a Parent Governor or the appointment process, you are welcome to contact me to discuss this further.

Yours sincerely

T Hinkley
Headteacher

Process for Selection and Appointment of Parent Governors

- As the parent, carer or other person with parental responsibility for a pupil at Woodthorne, you have the right to both propose candidates and stand as a candidate yourself.
- If more parents want to become Governors than there are vacancies, a ballot will be held. Ballot papers and details of the election process will be sent to all parents and carers eligible to vote.
- If you put yourself forward and no ballot is necessary, you will be elected unopposed.
- If a ballot is necessary, then you will invited to provide a statement to support your nomination as a Parent Governor to not exceed 100 words. This statement will be included on the ballot paper to help other parents decide who to vote for.

Woodthorne Primary School

Woodthorne Road South
Tettenhall
Wolverhampton
WV6 8LX



Email: woodthorneprimaryschool@wolverhampton.gov.uk

Web: www.woodthorneprimary.org

Headteacher

Mr T Hinkley

Chief Executive Officer

Mrs A Cheema OBE



Part of Perry Hall Multi-Academy Trust
Company Number: 08566185

Tel: **01902 558544**

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- If you are elected as a Governor your term of office will normally be 4 years. You can resign at any time. If your child leaves the school you can continue as a Governor until the end of your term of office.
 - Please send in a letter of interest detailing why you would like to be a governor and what you feel you would bring to the role to woodthorneprimaryschool@wolverhampton.gov.uk by 12.00 Friday 3rd December 2021
 - If you are elected, you will be asked to apply for a Disclosure and Barring Service (DBS) enhanced disclosure.