



Wookey Primary School
And Little Acorns Playgroup
Wells Road, Wookey, WELLS, Somerset, BA5 1LQ
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Tuesday 9th January 2024

Dear Parents and Guardians

I am writing to inform you of 2 vacancies for the role of Parent Governor on our School Governing Board.

The role of the Governing Board

The School's Governing Board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance.

The Board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

The role of a Parent Governor

As a Parent Governor, you'll work with the Board to make sure it effectively carries out the duties referred to above. You'll also play a vital role in bringing a **parental perspective** to the Governing Board, but you're not there to speak 'on behalf' of the parents of the school.

To be a Parent Governor you should have:

- A strong commitment to supporting the ethos of our school
- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills

Expectations of Governors

- Attendance at meetings. These occur 8 times per year and currently take place on Monday evenings.
- Maintaining confidentiality in relation to school matters.

- Committing to training in areas such as safeguarding, financial management and other aspects of the role.
- Visiting the school to support the staff on their school improvement journey and gain an overview of key strategic aspects of school life.
- To undertake to fulfil a term of office lasting four years.

How to apply

If you're interested in applying for the role, please pop into the office or email school.423@wookeypriamaryschool.co.uk and we can put you in touch with someone who can talk with you in more detail. If you would like to apply, please complete the candidate form attached to this letter and return to the office, marked for the attention of Karen Butt, Clerk to the Governing Board, by Friday 19th January.

Should we receive more applications than there are vacancies, a parent election will be carried out. We will inform you closer to the time if we have to do this.

Yours sincerely,

A handwritten signature in black ink that reads "Karen Butt". The signature is written in a cursive style with a long, sweeping tail on the letter 't'.

Karen Butt

Clerk to Governors

Parent Governor – Wookey Primary School

Name:	
Address:	
Statement:	<p>In this section please outline:</p> <ul style="list-style-type: none">➤ The skills and experience you have that the Governing Board requires➤ Your commitment to undertaking training to acquire or develop the skills needed to be an effective Governor➤ If applicable, details of your contribution to the work of the Governing Board during your previous term of office➤ How you plan to contribute to the future work of the Board

I confirm that I am a parent or guardian of a registered pupil at the school and am not:

- An elected member of the local authority
- Paid to work in the school for more than 500 hours in any consecutive 12-month period at the time of election

Signed: _____ **Date:** _____