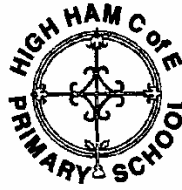


High Ham Church of England Primary School

High Ham
Langport
Somerset
TA10 9BY



Headteacher:
Mrs Jane Rosser DipHE,
BEd Hons, MA, NPQH
Tel: (01458) 250735
Fax: (01458) 252748

Web Address: www.highhamprimary.co.uk

E-mail: office@highham.somerset.sch.uk

October 2020

Dear Parent, Guardian, Carer

The Board of Governors for High Ham Church Primary School currently have a vacancy for **one** parent governor. As a mother, father, guardian or carer of a pupil attending our school we invite nominations for the vacancy.

Parent Governor: This is a mother, father, carer of a pupil attending the school and who is elected by the parents/guardians/carers of that school to give a parental perspective in discussions and decisions. In addition, it would be expected that Parent Governors bring a range of skills that will help them to contribute effectively to the work of the Board of Governors.

The current vacancy arises from the term of office of Nicky Gundry ending in the summer term and due to the COVID19 restrictions we were unable to organise a nomination process then. Nicky is interested in standing again and the Board of Governors appointed her as a non-voting Associate Member to retain her expertise. The Board would welcome interest from someone with expertise in premises and Health and Safety issues. **HOWEVER, ANY CURRENT PARENT, GUARDIAN, CARER MAY BE NOMINATED.**

Nominations should be returned in a sealed envelope marked for the attention of to the Independent Clerk to the Governors and placed in the school mailbox before 09.00 on Monday 19 October 2020.

If more than one nomination is received, a secret ballot will need to be held and further details will be sent to you if this is the case.

It would assist the process if all nominations could also include a short (100 words maximum) statement of why you would like to stand and also include the skills you can bring to the role. If any election is held, this statement will be circulated to all parents with the voting slip. If not, the statement will be destroyed. To help you decide to stand, the information below may assist in your deliberations.

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 school and its strategic direction.
2. Holding the 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 - the Headteacher and staff are employed to do that.
- Required to get to know the school by knowing its strengths and weaknesses.
- Expected to commit to the time required to undertake the role which would equate to approximately 20 days per school year.
- To always act in the best interests of **all** the pupils in the school to better their outcomes
- To work within the Standing Orders and Code of Conduct for Governors, especially in regard to Safeguarding and Confidentiality.

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 school.
- Attend & contribute to meetings of the Board of Governors.
- To visit the school throughout the year in line with the visits schedule linked to driving forward improvements in each of the school.
- Analyse information, make observations and be proactive in seeking ways in which the school 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 nomination form is attached

Yours sincerely

Melvyn Hillman

Independent Professional Clerk to the Governor.

PTO



NOMINATION FORM

I,(full name in block capitals)

of

.....(address)

Email **address**:.....

As a parent, guardian, carer of a current pupil of the school, I wish to stand for election as a parent governor at High Ham School

Please summarise (in no more than 100 words) your suitability for the role and why you wish to become a parent including your skills, experience and knowledge:

Signed: Date:

