

Low Moor C. of E. Primary School

Aiming for Excellence



21st September 2017

Dear Parents and Carers,

ELECTION OF PARENT GOVERNORS

We currently have two parent governor vacancies on our governing body and we are seeking nominations from parents or carers who: have a strong commitment to improving educational outcomes for all of our children; commitment to the school's vision and ethos; have the ability to work in a professional manner as part of a team and take collective responsibility for decisions; basic literacy, numeracy and IT skills and a willingness to learn and develop. Full induction training and expert support is available to the persons appointed. To find out more about the role of a governor, see overleaf.

I am writing to ask if you would wish to put your name forward. It is also possible to suggest another parent but please ask him or her first. Each parent/carer is entitled to nominate two people. Parents or carers with a child on register at school may become parent governors. Please note, however, that if you are employed by school for more than 500 hours per annum, you are not eligible to stand for election as a parent governor.

Please use the nomination form below, which should be returned to Doreen Ambrose, Clerk to Governors, no later than **9.00 a.m. on Thursday, 28th September 2017**. If more than two persons are nominated for the position, we shall hold an election by secret ballot so that all parents can choose who will represent them on the governing body.

Yours sincerely

Yvonne Broadbent
Headteacher

✂.....

My child/children named attend/s Low Moor C.of E. Primary School.

I would like to nominate myself for election as a parent governor.

My Name:.....

I would like to nominate the person(s) named below for election as a parent governor.

Parent Name	Parent of (Child's Name)
(1)	
(2)	

Signature:.....

Park House Road, Low Moor, Bradford, BD12 0NN
Tel: 01274 600797, Fax: 01274 414066

Email: office@lowmoor.ngfl.ac.uk Website: www.lowmoor.bradford.sch.uk

Headteacher: Mrs Y.C. Broadbent



THE ROLE OF A GOVERNOR

The work of the school is overseen by the governing body which has the following roles:

- To provide clarity of vision, ethos and strategic direction of the school.
- To set the school's strategic framework to enable all statutory duties to be met.
- To conduct the school with a view to promoting high standards of educational achievement at the school.
- To hold the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff.
- To oversee the financial performance of the school and make sure its money is well spent.

The work and responsibilities of governors includes:

- Reviewing and approving school policies and the School Improvement Plan.
- Monitoring how well the policies and plans are working.
- Agreeing and monitoring performance targets for the Headteacher.
- Supporting and challenging the Headteacher.
- Reporting on the school's achievements.
- Approving the school budget and oversee spending over the year.
- Responding to inspection recommendations.
- Appointing staff.

The Governing Body of Low Moor C. of E. Primary School is made up as follows:

- 2 Staff governors (including Headteacher)
- 3 Parent governors
- 3 Foundation governors
- 1 LEA governor
- 3 Co-opted governors

The term of office for all categories of governor is four years. There are usually 4/5 governing body meetings each academic year and these are currently held on Thursday evenings commencing at 4.30pm.

Governors are also encouraged to become a member of one of its three main sub-committees dependent on their skills and experience, where their particular interests lie and where the need arises. The main sub-committees are Strategic Planning, Curriculum, and Finance, Staffing and Premises. These committees also meet 3/4 times each year on Thursday evenings commencing at 4.30pm.

All governors are required to undertake an enhanced DBS check.