Dear Parents and Carers, Friday 10th September 2021

**Parent/Carer Governor Vacancy**

Walthamstow School for Girls has a vacancy for one parent or carer to serve as a school governor and I hope you will consider putting yourself forward. The Governing Body’s role is the strategic and financial oversight of the school and ensuring that students receive a high quality education which prepares them for the next stage of their education. This includes planning for future development and improvements, but not the day-to-day management of the school. For more information on school governance, please see the Governing Body section of the school website.

If you would like to stand as a candidate, please complete the reply slip attached and return it to the school no later than 12 noon on Thursday 23rd September 2021. If there is more than one candidate for the vacancy, an election will need to be held, but this is a straightforward process. All you need to do is write a short paragraph (no more than one hundred words) saying why you would like to become a Parent Governor. Your statement will be sent out to all parents and carers along with a voting paper. Should only one parent or carer apply, then they will automatically become a Parent Governor. The term of office is four years.

The work of our governors is very important to the school in key areas such as oversight and development of the ethos and curriculum of the school; well-being of pupils; staff employment and use of resources, as well as ensuring that the school maintains its high standards in all areas. You will be expected to attend an evening meeting of the Governing Body once or twice a term and to join one of its committees which also meet once a term. Governors are also encouraged to visit the school during the day by arrangement and help in the oversight of an area of the curriculum, or other important areas such as safeguarding, as a link governor. We are not looking for any particular expertise, but rather a strong commitment to the school and its students, the inquisitiveness to question, and a willingness to give some of your time to governance. However, if you have specialist knowledge or relevant experience, please do mention this in your statement. Induction training is provided for all new governors and governors are expected to attend further training on specific areas of school governance, paid for by the school.

As a school, we are always mindful that the Governing Body should reflect the local community that the school serves, and members of ethnic minority groups are therefore particularly welcomed on the Governing Body and we would encourage you to stand for election as parent governors.

Please note that for the purpose of safeguarding, school governors are subject to an enhanced DBS check, administered via the school, which requires disclosure of any previous criminal convictions. Anything disclosed will not necessarily bar you from holding office and will be considered on a case-by-case basis by the school.

Yours faithfully,



Helen Marriott

Headteacher

**Please return this to the school by 12 noon on Thursday 23rd September 2021. This can be delivered to the**

**school office or emailed to m.hennelly@wsfg.waltham.sch.uk**

I wish to stand as a candidate for election as Parent Governor at Walthamstow School for Girls.

First name:

Family name:

Signed:

Home address:

**Remember to include your statement (no more than 100 words) saying why you would like to serve**

**as a school governor and what skills/knowledge you can offer to the Governing Body from your own**

**life/work experience. You do not need to have previous experience as a school governor.**