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28th November 2025

Dear Parent(s)/ Carer(s)

Election of Parent Governor

One vacancy exists at your child's school for a Parent Governor on the Local Academy Committee, with immediate effect, and parents are invited to submit applications for the positions.

Governors serve for a maximum term of office of 4 years, and the period would be served as long as your child remains a pupil at the school.

The Role of the Local Academy Committee:-

The Academy's Local Academy Committee is responsible for supporting and challenging the school leaders to maintain and improve the quality of education.

Working alongside the Headteacher, Governors' responsibilities include:

- Contribute to the fulfilment of the vision and ethos of the Trust.
- Act as a Student Discipline Committee to review any decision to exclude students from attendance, in accordance with the Behaviour for Learning Policy;
- Monitor and review the Academy's links with the community, personal development, to receive evidence and feedback that communication is taking place openly and frequently as appropriate;
- Monitor and receive assurance that learners, staff and parents have a voice in the running and improvement of the Academy;
- Deal with any other matters referred to it by the Trust Board. Approve and monitor the School Improvement Plan (SIP) in practice against priorities approved by the Standards Committee;
- Monitor and review the school's performance data for year groups and student groups including SEND students;
- Monitor and review the Academy's attendance, behaviour and exclusion information;
- Review and comment on Corporate Services management summary information, including the Academy's risk register.

You do not have to be an expert on education to be a member of the Local Academy Committee, and we value the contribution that all members bring to the role. Nevertheless, a key consideration in the appointment and election of all new Governors should be the skills and experience the Local Academy Committee needs to be effective. It is therefore important that all prospective governors understand the role of a Governor and that they will be expected to adhere to a Governance Code of Conduct.

Head Teacher: Mrs Marie-Louise Binks B.Ed. Hons NPQH • **Chair of Governors:** Mrs R Wilson



The role of a Parent Governor:

As a Parent Governor, you will work as part of the Local Governing Committee to make sure it effectively carries out the duties referred to above. You will also play a vital role in bringing a parental perspective to the board. To be a Parent Governor, you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to develop new skills

Expectations of Governors:

In exchange for the opportunity to influence the educational and life outcomes for our children, we ask that you:

- Attend meetings
- Maintain confidentiality
- Commit to training
- Visit the academy

It should be noted that the appointment of a Parent Governor will be subject to a satisfactory Disclosure and Barring Service check (DBS).

All new Governors would undertake induction and receive support to ensure that they feel comfortable in their role.


How to Apply:

If you would like to be nominated as a Parent Governor, please contact the school where nomination forms are available. In the event that there are more nominations than vacancies, it will be necessary to hold a ballot. Please note that the deadline for completed nomination forms to be returned to the school is the end of the school day on Friday 12th December 2025.

If you would like to find more information about the role of a Governor, please visit:

<https://governorsforschools.org.uk/about-the-role/>
<https://www.nga.org.uk/about/become-a-governor-trustee/>

Yours faithfully



Mrs Marie-Louise Binks
Head Teacher