

Bloxham CE Primary School

Tadmarton Road, Bloxham, Banbury, OX15 4HP



Be . Build . Become

24 September 2024

Dear Parent/Carer

PARENT GOVERNOR ELECTION

I am writing to invite you to stand for election as a parent governor. All members of the Governing Body have three strategic functions:

- developing the vision, ethos and strategic direction of the school,
- holding school leadership to account for the performance of the school and staff
- ensuring sound, proper and effective use of the school's financial resources.

Governors are not responsible for the day to day internal organisation, management and control of the school.

No special qualifications or previous governance experience is needed to be a governor but we would particularly welcome nominations from parents with skills in legal, HR or health and safety . Good interpersonal skills are essential.

There are approximately ten Full Governing Body (FGB) meetings a year which alternate between Face to face and online. All meetings start at 5:00pm. In addition governors also conduct monitoring visits, due to the nature of the visits these generally take place during the school day.

You must be committed to safeguarding training at least annually, other on-going governor training and to working alongside other governors; attending governing body full governing body meetings any committees to which you are appointed and

carrying out school visits to learn about the school as required. Training is available for all governors and this governing body has an expectation that those new to governance attend free induction training.

The <https://www.legislation.gov.uk/uksi/2012/1034/contents/made> summarises the eligibility criteria and circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year or who are elected members of the Local Authority, are not eligible to stand in these elections. Nominations must be from parents (or carers/guardians) with children registered at the school on the day that nominations close.

Governors must agree to abide by the governing body's Code of Conduct. Information about being a parent governor and the protocol for governor removal are also enclosed for your information. If elected, you will be subject to the usual Disclosure and Barring Service checks and Section 128 check.

If you would like to stand for election, please complete the nomination form via the link below and return it to the school no later than **Wednesday 9 October 2024**

https://docs.google.com/forms/d/e/1FAIpQLSc6JHXhGNNG3EavA-n605QoKANDIQ8Ppaw_-frzSafMmbGdVw/viewform?usp=sf_link

You must include a short personal statement to support your nomination and set out your skills and experience, how you believe you can contribute to the future work of the governing body, confirm your commitment to undertake training and if you are a parent governor seeking re-election, details of your contribution to the work of the governing body during your previous term of office.

If, at the cut-off date for nominations at **noon on Wednesday 9 October 2024** there are more nominations than vacancies, a ballot will take place and I will advise you if this is to be the case. If that is necessary, voting papers will be sent electronically to all parents together with details of the ballot procedure. The ballot will close 10 days after ballot forms are issued, a count will take place and the result of the election will be made within 1 day of the count.

Yours faithfully

Sarah Marshall

Returning Officer