



St Mary's C of E Primary School

'Growing our Community Together'

Welcome, Nurture, Grow, Flourish.

Monday 20th October 2025

Dear Parent/Guardian,

Election of parent governor

I am writing to advise you that our Governing Board currently has vacancies for 2 parent Governors.

The school's governing board is responsible for providing strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. Our Board is committed to supporting continuous school improvement to ensure the best possible outcomes for our pupils.

As the parent or guardian of a pupil currently on roll you are eligible to stand as a candidate. (Eligible candidates include: father, mother, legal guardian, person having custody of a child on roll) All candidates should be aware the role of a parent governor is not as a spokesperson for the views of parents. The role of a parent governor is the same as any other governor on the board.

As a Voluntary Aided Church of England maintained school, we are bound by statutory guidance but this allows us to define the specific skills and experience we are seeking from a new parent governor. It is however for the parent body to elect their choice of candidate. The purpose of publishing the information is to simply inform the electorate of the board's expectations, circumstances and ideal requirements. Candidates must also support the Christian ethos and vision of the school.

Our Board has identified the requirement for governors with specific skills in the following areas and therefore is ideally seeking candidates with experience in these fields:

- Human Resources
- Education
- Buildings and Premises
- Organisational Growth
- Social Care.

I and members of the Governing Board would be more than happy to discuss the role and expectations placed on a governor. The Governing Body recognise that this is a voluntary role and quite time demanding with a least 6 Full Governing Body meetings a year plus sub committee meetings and school visits.

Full training and support for this important role is provided through our service level agreement with Achieving for Children Governor Support.

In line with our school safer recruitment practice, an enhanced Disclosure and Barring Service (DBS) check and 2 character references will be sought if successfully elected.



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If you wish to stand for the position of parent governor, please submit the following details in writing by **no later than 12 noon on Thursday 6th November 2025** using the attached form.

- Your full name, email address and the full name and class of your child at the school.
- A personal statement (no more than 250 words).

It is recommended that your personal statement includes the following information:

- Evidence of the extent to which you possess the skills and experience the governing board is seeking;
- Your commitment to undertake training and development to acquire or develop the skills to be an effective governor;
- How you plan to contribute to the future work of the governing board;
- If seeking re-election, detail your contribution to the work of the governing board during your previous term of office.

For equality purposes, canvassing in any form (including social media) is not permitted. If there are more candidates than vacancies a voting paper, listing the names of all eligible candidates proposed and including any personal statements received by the due date, will be issued to all parents. If the number of candidates is equal to, or less than, the number of vacancies the candidates will be elected unopposed, in which case all parents will be sent written notice of the names of the governors elected, together with their personal statements.

Further information about being a governor can be obtained from Achieving for Children, Governor Support.

On behalf of the Governing Body, we look forward to receiving your nomination.

Yours sincerely

Mrs Emmeline Lawlor

Headteacher
St Mary's C of E Primary School