

Fortuna Primary School
Kingsdown Road
Doddington Park
Lincoln
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Email: enquiries@fortuna.lincs.sch.uk
Acting Headteacher: Miss T Claypole

9th September 2026



Dear Parent/Carer

PARENT GOVERNOR ELECTION AT FORTUNA & ATHENA FEDERATION

I am writing to let you know that there is a vacancy for 1 parent governor at our Federation and to invite you to stand for election or to nominate another parent to do so.

The governing body has overall responsibility for the running of the Federation. Governing bodies have three main roles: -

- Ensuring clarity of vision, ethos and strategic direction.
- Holding the Headteacher to account for the educational performance of the Federation and its pupils; and
- Overseeing the financial performance of the Federation and making sure its money is well spent.

Governors are not expected to be involved in the day-to-day management and administration of the school, but rather to set strategic plans for the school and to provide the Headteacher with guidance on general principles. However, Governors need a strong commitment to the role, the curiosity to question and analyse and the willingness to learn.

Our parent governors have a term of office of 4 years. Our governing body usually meets 6 times a year and has 2 committees who meet between 4 and 6 times a year. You will be expected to sit on one of the committees but not both. The Full Governing Body meetings are held in the schools.

If you would like to stand for election or wish to nominate someone else, you should complete the attached form and return it to the school via your child. Completed nomination forms must be returned by the end of the school day on Monday 21st September. If there are more nominations than vacant posts, a ballot will be held and one voting paper per parent will be sent to you via your child.

If you would like further information on your eligibility to serve as a parent governor or on the role of a governor, please contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'T Claypole'.

Miss T Claypole
Acting Headteacher



FORTUNA ATHENA

F E D E R A T I O N

