



# Whiteley Primary School

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A place to  
**SMILE**

Our ref: LP/LCD

1 October 2017

Dear Parent(s)/Guardian(s)

## **Parent Governor Vacancies**

We have a vacancy for two parent governors which we need to fill as soon as possible. We have a large and active governing body that play an important strategic role in the school, and it's a great way to contribute to helping our school develop and to maintain our success.

The governing body's main tasks are to:

- ensure that the school has a clear vision, ethos and strategic direction;
- hold the Headteacher to account for the educational performance of the school and its pupils;
- oversee the financial performance of the school and making sure its money is well spent.

There are positions on both our resources committee (which oversees finance, resources, staffing and other business matters) and also the curriculum committee, who help to ensure that our school improvement plan priorities are implemented, as well as linking with year groups to help us monitor the impact of these plans on the children and staff.

For the curriculum committee, it is useful if governors can carry out at least one visit a term during the school day to carry out pupil interviews, in addition to the meetings for the curriculum committee (4.30pm on Mondays, half termly). It is not essential for members of the resources committee to be available during the school day as meetings are held at 4.30pm (on Tuesdays, half termly). All governors are expected to attend the full governing body meetings (7.30pm on Wednesdays, half termly).

In addition to parent governors, we are also interested in co-opting a governor from a local business or with another community link. If you know of someone who might be interested, please ask them to contact the school for an informal chat with the Headteacher or Chair of Governors.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents and the local community. We feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

Training and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training. If you feel you can help in this capacity please contact the office for an application form or alternatively download from the school website [www.whiteleyprimary.co.uk/our-school-2/governors](http://www.whiteleyprimary.co.uk/our-school-2/governors). Completed forms should be returned to the school by **12.00 noon on Friday 13 October 2017**.

You should also look at the information for prospective governors on the Hampshire County Council website at [www.hants.gov.uk/education/governors/governors-govrecruit.htm](http://www.hants.gov.uk/education/governors/governors-govrecruit.htm). You will find video, e-learning and written information on the site and all of these will provide you with further details about the role.

Please note that for the protection of children all governor appointments are subject to an identity check.

If there are more applications than vacancies, we will hold an election and you will be sent a voting paper in due course. You may return the ballot paper either via your child or by post.

Yours sincerely



Mrs L Pennington  
Headteacher



Mr T Southall  
Chair of Governors