



15 November 2017

Dear Parents and Carers

### **Parent Governor Vacancy**

We have a vacancy for a parent governor to join our Governing Body and wish to invite applications from the parent community. Either you, or the person you nominate, must have parental responsibility for a child at the school to fill this role. If the Governing Body receives more than one nomination, then a ballot will be held.

The Governing Body is responsible for both the conduct of the school and for promoting high standards. The Governing Body carries out its role by setting the vision for the school and then ensuring that the school works efficiently and effectively towards achieving its vision. It does this by building a thorough knowledge of the school and its community, by both supporting and constructively challenging the school, and by ensuring accountability and compliance. The Governing Body of our school is made up of co-opted governors, parent governors, staff governors, and a Local Authority governor.

Before you decide to nominate someone, or indeed stand yourself, you may want to know what is involved. Governors need not be experts in the field of education. What they do need is an interest in the school and in the welfare of our children and the time and willingness to get involved. Governors also ideally need the ability to be able to build relationships with a range of people, to work as part of a team, to question, and to make connections between different types of information. There will be some budget reports and data on school standards to get to grips with. Being a governor can be a great way to learn new skills. All decision making of the Governing Body is collective, there is no individual accountability.

Parent governors serve for four years from the date of election and are not required to stand down if their child leaves the school. The usual time commitment during an academic year looks like this:

- attend four meetings (evenings, at the school) per year of the Full Governing Body
- sit on one or more of the three sub Committees and attend the meetings which are usually once a term
- visit the school formally for monitoring purposes at least once a term

- visit the school informally during term time – approximately four times a year
- commit to attend training courses, perform additional research as required and possibly take part in monitoring a curriculum area or year group within the school
- maintain confidentiality as required

In return, our governing body commits to:

- provide you with a structured induction
- provide access to quality training
- provide you with an experienced governor as mentor
- offer you a rewarding and enriching opportunity to grow as an individual, while making an invaluable contribution to the education of your child and indeed the whole school population

All parents or carers of a child currently at the school are eligible to stand, unless they are an elected member of the Local Authority or a member of the school staff currently working for more than 500 hours in any consecutive 12-month period.

If you would like to find out more about the role of parent Governor and how you can contribute to governance at our school, take a look at the Governors section on our school website, or contact Denise Long, co-opted governor, at [la\\_kiwimoose@yahoo.co.uk](mailto:la_kiwimoose@yahoo.co.uk) who can provide further information or arrange a meeting with you to discuss further. She is normally in the school playground during drop-off and pick-up every day and happy to have a quick chat about the governor role.

You will be required to complete an information sheet to stand as a candidate – this is available from Lisa at the front desk or you can request an electronic copy from [info@kewriverside.richmond.sch.uk](mailto:info@kewriverside.richmond.sch.uk)

I would encourage you to stand or nominate a fellow parent. Becoming a governor is a great way to contribute to our local community and improve the lives of our students. We are keen for our Governing Body to reflect our diverse community and welcome applications from parents of all backgrounds, nationalities, cultures and religious beliefs.

Yours sincerely,



**Darren Norman** - Headteacher