



1st November 2023

Dear Parent(s)/Carers(s),

Parent Governor Vacancies

This is to inform you of two vacancies for the role of Parent Governor on our Governing Body.

The role of the Governing Body

The school's Governing Body is responsible for providing confident and strategic leadership and creating robust accountability, oversight and assurance for the school's educational and financial performance. The Governing Body is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our students.

The role of a Parent Governor

As a parent governor, you will work with the Governing Body to make sure it effectively carries out the duties referred to above. You will also play a vital role in bringing a parental perspective to the Governing Body, but you are not there to speak 'on behalf' of the parent body.

To be a Parent Governor you should have

- A strong commitment to the role and to improving outcomes for children.
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills.
- The specific skills required to make sure the governing board delivers effective governance.

The Governing Body is keen for candidates to have skills in the following;

- HR
- Finance
- Legal
- Education
- Employment Recruitment

Expectations of Governors

Make sure candidates fully understand what is expected of them in their role by outlining your expectations, including;

- Attendance at meetings
- Maintaining confidentiality
- Committing to training
- Visiting the school
- Their term of office

How to apply

If you are interested in applying for the role as Parent Governor please complete the candidate form attached to this letter and return to L.Palray via email lpalray@bishop.towerhamlets.sch.uk by no later than **Wednesday 15th November 2023**

Should we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you nearer to the time if this will be conducted.

If you would like to find out more about the role or have any queries regarding the process, please contact Mr JP Morrison, Headteacher, via email info@bishop.towerhamlets.sch.uk.

We look forward to hearing from you.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'JP Morrison', with a horizontal line underneath.

JP Morrison
Headteacher
Bishop Challoner Catholic School



Parent Governor – Candidate Application Form

Candidate Name: (PLEASE PRINT)	
Candidate Address: (PLEASE PRINT)	
Candidate Statement:	<p>Candidate statement can include but not limited to the following;</p> <ul style="list-style-type: none">• Skills and experience you hold that the Governing Body requires• Your willingness and commitment to undertaking training to acquire or develop the skills needed to be an effective Parent Governor• Details of any work contributed to a Governing Body in a previous term of office• How do you plan to contribute to the future work of the Governing Body

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I confirm I am a parent or guardian of a registered pupil at Bishop Challoner Catholic School and all information provided is accurate and true.

I am not

- An elected member of the local authority
- Paid to work in the school for more than 500hours in any consecutive 12 month period at the time of election

Signed: _____

Date: _____