



18 September 2020

Dear Parent/Carer,

NOTICE OF ELECTION OF PARENT GOVERNOR - 2020

We are seeking nominations from amongst our parent/carers community for this important volunteering opportunity following the resignation of one of our long serving parent governors. Part of the Bristol-based Cathedral Schools Trust, our pupil numbers are growing, and student outcomes are steadily improving. This is an exciting time to join our local governing body and contribute to the development of St Katherine's.

What does a (Parent) Governor do?

Governors are an integral part of school leadership, setting the strategic direction, culture, vision and ethos of the school as well as overseeing its financial performance and making sure its money is well spent. They are the school's 'critical friends' - driving continuous improvement by supporting, challenging and holding the Head teacher and school leadership team to account for the educational performance of the school and its pupils.

Parent governors are representative parents rather than representatives of parents and play a full and active role in the board's activities. We value the contribution of Parent Governors at St Katherine's and over recent years have had a great experience of committed parents/carers contributing individual skills and knowledge to the wider governing body. Having governors with different perspectives and experience is crucial in making St Katherine's the school it is.

It is crucial that all governors are confident in their role, committed to asking challenging questions and equipped with the confidence to have the courageous conversations essential for good governance and strategy being achieved. Volunteering as a governor also brings opportunities for training and skills development useful beyond the governors' role, in personal and professional lives.

What does our Governing Body need?

Being a parent governor is a serious commitment. We normally meet one evening every term and make regular planned visits during the school day as well as hoc task group and related activity over the school year. Of course, our current activities have had to be framed within the Covid 19 guidance for schools and social distancing generally.

We expect governors to undertake regular training, taking advantage of an annual development programme, to ensure they are equipped with the necessary skills to carry out their roles effectively.

As well as having a general interest in education and commitment to young people we would be particularly interested in hearing from anyone with experience in (but are not limited to):

- raising standards through assessment performance evaluation and improvement
- finance and/or business
- preparing children & young people to live healthy lives in society as active and informed citizens

The application process:

Nominations are invited for the post of Parent Governor for St Katherine's School for a four-year period from 1 **November 2020 to 31 October 2024**.



If you are interested in becoming a Parent Governor, you must be a parent or have parental responsibility for a pupil on the school roll at the time of the election. You can either

- Propose yourself, provided you have a seconder (*not related to you*), who is a parent/carer of a registered pupil at the school and who is prepared to sign your nomination form (attached);
- or
- Propose another parent/carer of a registered pupil at the school provided he/she signs the nomination form agreeing to this.

A nominated parent/carer should produce a statement to support his/her nomination of up to a maximum of **250 words**. Once a statement has reached 250 words any additional words will not be considered or circulated.

All nominations and statements **must be received at the school office by 03.00 pm on Friday 16 October 2020**

If there is only one nominee, that person will automatically be elected.

If more than one nomination is received i.e. more than the available vacancy, ballot voting papers and candidate's statements will be issued to all parents and an election will take place. Details and dates will follow with the candidate's statements and ballots.

The maximum number of Governing Bodies on which anyone may serve at any one time is two. All final positions are subject to satisfactory DBS checks.

If you would like to know more about what the role entails and have any questions, please contact me via the school email (hardingw@skdrive.org) or any other members of the board (details can be found on the school website).

A 'tall order'? maybe, but we think our students deserve the very best.

Yours sincerely

William Harding
Chair of Governors
18 September 2020



NOMINATION FORM FOR PARENT GOVERNOR - 2020

To be returned to the School Office by 03.00 pm on Friday 16 October 2020

FULL NAME OF CANDIDATE (block capitals):
Name of Child/ren at the School:
ADDRESS:
..... Postcode:

The candidate must sign to confirm their agreement to this nomination

Signature of Candidate:

propose the above-named person as a Candidate for the office of Parent Representative Governor for St Katherine's School.

NAME OF PROPOSER*:	NAME OF PUPIL(S):
ADDRESS:	Postcode:
Signature of Proposer:	
* A candidate may propose him/herself	

second the above-named Candidate for the office of Parent Representative Governor for St Katherine's School.

NAME OF SECONDER:	NAME OF PUPIL(S):
ADDRESS:	Postcode:
Signature of Seconder:	

Candidates may type or write their personal statement of 250 words maximum in the box provided on the next sheet.



CANDIDATE STATEMENT