



Date: Tuesday 10th September 2024

Dear Parent/Carer,

I am writing to inform you of a vacancy for the role of parent governor on our governing board.

The role of the governing board

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

The role of a parent governor

As a parent governor, you will work with the board 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 board, 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 interpersonal skills, curiosity, and a willingness to learn and develop new skills

Expectations of governors

- Attend at least three full board meetings each academic year
- Attend 3-6 sub-committee meetings
- Attend 2-3 morning or afternoon sessions at school as part of quality assurance and monitoring
- Maintain confidentiality
- Commit to training
- Undertake visits to the school
- The term of office is four years



How to apply

If you are interested in applying for the role, please complete this [application form](#) by **Friday 13th September 2024**.

If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this.

If you have any queries about this process or would like to find out more about the role, please contact info@holly-lodge.org.

Kindest regards