



Whittingham, Alnwick, Northumberland NE66 4UP

Telephone: 01665 574222 Email: admin@whittingham.northumberland.sch.uk

Website: www.whittinghamprimaryschool.co.uk

Parent Governor Vacancy

7th September 2023

Dear Parents / Carers,

A vacancy has arisen on the Governing Body of the School for the appointment of a Parent Governor. All Parent Governors must have children at the school (as parent or carer) and must also be elected by the parents and carers of pupils at the school. The period of office for service as a Parent Governor is four years and a Parent Governor would not be obliged to resign from office if his/her child leaves the school, they would be able to remain in office until the expiry of the term of office. The expectations of Governance are such that Governors are obliged to consider their own skills and abilities in order to identify any gaps or requirements that they might ideally like to have addressed through the appointment of new Governors.

In our case we have identified the need to strengthen our capacity in the following areas:

- HR & Legal
- Finance and Grant applications
- Health & Safety

Also, it is important that any candidates for the position of Governor understand the level of engagement and commitment required in order to be effective in the role and to be prepared for the nature and level of the work that might have to be undertaken.

Mrs Sandra McCormack (our Chair of Governors) or myself, will be happy to discuss these issues with any prospective candidate:

- Minimum of 1 or 2* termly governing body meetings averaging 2 to 3* hours
- Additional Committee meetings that might involve school improvement / financial discussions / staffing issues / Property & buildings decisions / policy determination etc.
- Specific issues that could involve a series of connected meetings of a confidential nature e.g. capability/disciplinary/complaints and an understanding of the role of the Governing Body in supporting the Headteacher deliver school priorities.
- Willingness to undertake induction and other specific training as required. Should more nominations be received than there are vacancies, a ballot will need to be held and candidates will be asked to prepare an election statement to help inform the parent body in coming to their decision of who to vote for. A template for this will be provided. Prospective candidates need to be aware that it is a legal requirement that Governors are checked to ensure that they are not disqualified from working with children within the precepts of the Criminal Justice and Court Services Act 2000 or because they contravene one of the disqualification conditions imposed in the school governance regulations. This will mean that successful candidates will be required to provide proof of identity, and the completion of (a) declaration form(s), {including a Criminal Records Disclosure and Barring Form – as applies} to enable the necessary checks to be carried out.

We understand that you may think that this seems overwhelming and that you might be reluctant to step forward but the role of Governor can be hugely rewarding in terms of the impact that you can have on supporting the headteacher to develop the outcomes for children as well as the opportunity to learn new skills that can be of benefit to you beyond the school community.

Any Parent or Carer who does wish to be considered for election should return the completed nomination form by Thursday 21st September 2023.

Kind regards

Belinda Athey & Sandra McCormack
Headteacher Chair of Governors

Headteacher: Mrs Belinda Athey



