



Beeston Primary School

Town Street, Leeds, LS11 8PN

"Engage, Enjoy, Enrich, Excel"

Monday 25th September 2023

Dear Parents,

ELECTION OF PARENT GOVERNORS:

I am writing to inform you that parent governors are required for two places on the governing board of the school. We currently have one parent governor vacancy - as a parent of a child at the school you are entitled to stand as a candidate and vote in any election.

A nomination slip is attached. If you wish to offer yourself as a candidate to become a parent governor, then please complete the slip and return it to the school office by **Monday 2nd October 2023.**

Although any eligible parent can stand for election, the governing body has identified that the following skills and experience would be desirable in order for the governing body to improve its effectiveness:

- Experience of working with local businesses and of the local community
- Experience of education law
- Experience of human resources (HR) policy and processes in the school sector

Please note that you are not eligible to be a parent governor if you work at the school for more than 500 hours per year. If you become a governor you are expected to sign the Governors' Code of Conduct.

If the required number of nominations are received, those persons will be automatically declared as parent governors. If there are more nominations than places, a ballot of all parents will be held to select the parent governors. For this purpose nominees are invited to prepare a short personal statement which will be circulated with the ballot forms. The length of the statement should not be more than 500 words.

Governors are strategic leaders of the school and parent governors participate positively in the vital role of making sure every child receives the best possible education. However, they do not get involved in the day to day running of the school as this is the responsibility of the Headteacher. The governing body includes staff members, local authority governors and other governors appointed by the board. All governors should be appointed because of their skills and experience. The DfE's Governance Handbook states: '**Governors must govern in the best interests of all pupils; it is not their role to represent their own children or any other stakeholder group.**'

All governors are expected to attend full governing body meetings on an evening and the meetings of at least one committee during the school day. In order to carry out your role effectively you will also be expected to attend relevant training.

Please note that elected governors will be asked to complete a self-declaration form to confirm that they are eligible to serve as a governor. Parent governors serve a four year term of office irrespective of whether their child leaves the school during the term of office.

Please do give some thought to standing as a parent governor.

Yours sincerely,

Mr Edensor
Headteacher

Headteacher Mr. N. Edensor
Tel. No: 0113 2716978
Email: mainoffice@beestonprimary.org



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ELECTION OF PARENT GOVERNOR(S) - NOMINATION FORM:

To the Headteacher of: _____ School.

I wish to nominate myself as a candidate to be a parent governor at the school.

I am the parent of: _____

I include a personal statement.

PERSONAL STATEMENT:

Write a few lines about yourself which should include what you do and what skills and experience you have which will help other parents decide who to vote for. Below are a few suggestions of areas you may like to give information on:

- Your commitment to the role and to improving outcomes for children
- Your ability to question and analyse
- Your willingness to learn
- Good inter-personal skills
- Appropriate levels of literacy in English (unless a governing body is prepared to make special arrangements)
- Sufficient numeracy skills to understand basic data
- The willingness to attend appropriate training
- Any specific skills such as financial, HR or data analysis

Please note the deadline for your personal statement to be received by school is:

Monday 2nd October 2023

All personal statements should be emailed to mainoffice@beestonprimary.org

Please ensure that they are titled and marked for the attention of Mr Edensor.

Once you have returned your nomination form, a meeting and a tour of the school will be arranged with Mr Edensor (Headteacher). This will give you an opportunity to talk about the roles and responsibilities needed to be undertaken as a governor of Beeston Primary School.

Headteacher Mr. N. Edensor
Tel. No: 0113 2716978
Email: mainoffice@beestonprimary.org