



10 January 2020

Dear Parents and Carers,

Parent Governor Vacancy

The purpose of this letter is to inform you that we have a vacancy for a parent governor on the Governing Body in January and we invite nominations from parents and carers who are interested in contributing to the effective governance and continuing success of the school.

The role of the Governing Body is to:

- set the aims and objectives for the school
- set the policies for achieving those aims and objectives
- set the targets for achieving those aims and objectives
- monitor and evaluate the progress the school is making towards achievement of its aims and objectives
- be a source of challenge and support to the Headteacher

The Governing Body is actively seeking to strengthen the skills within its membership and wishes to recruit and develop governors, who are able to work constructively in committees.

Nominations are invited from parents and carers who are:

- able to commit to attending regular meetings of the Governing Body and its sub-committees
- able to use information from a variety of sources to inform decision making
- confident in the use of data
- willing to undertake training as directed

Governing bodies need their members to have a broad range of skills and experience in order to equip them to work with senior leaders to move their school forward.

Further information about the Governing Body is available in the Governors Handbook published on our website www.durhamjohnston.org.uk If any parent would like an informal discussion, then please feel free to contact me.

All parents, other than those employed at the school for more than 500 hours per year or who are elected members of the Local Authority, are eligible to stand for election. This includes any person who is not the natural parent but has parental responsibility for, or who has care of, a pupil registered at the school (Education Act 1996, Section 576).

In the event we receive more nominations than there are vacancies, then a ballot will be held and voting forms will be sent out to parents.

In the event that no nominations are received, then the vacancy will be appointed by the Governing Body.

Nomination forms are available to download from the school's website. The deadline for receipt of completed and signed nomination forms is by close of business on **Monday 20th January 2020**. I regret that we are unable to accept nomination forms submitted after the deadline.

Yours faithfully,

A J. O'Sullivan

Andrew O'Sullivan
Headteacher