

Field Junior School



Head teacher: Miss J Brooks, B.Ed (Hons)

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Dear parent(s)/carer(s),

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

The role of the governing board

The school's governing board is responsible for providing strategic leadership, 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 ensure it effectively carries out the duties referred to above. You will also play a vital role in ensuring that the board is aware of the views of parents and the local community.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing board delivers effective governance

Expectations of governors

Make sure that candidates fully understand what is expected of them in their role by outlining your expectations, including:

- Attendance at meetings
- Maintaining confidentiality
- Committing to training
- Visiting the school
- How to apply

If you're interested in applying for the role, please complete the candidate form attached to this letter and return to the school office (admin@fieldjm.herts.sch.uk) by Thursday 8th October 2020. 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 Rod Woodhouse, Chair of Governors via the school office.

Yours sincerely,

Rod Woodhouse

Rod Woodhouse
Chair of Governors



We're working
towards Artsmark
Awarded by Arts
Council England



University of
Hertfordshire

working in partnership to promote
excellence in teacher education



Candidate Name

Candidate Address.....

Supporting Statement

In this section, outline: the skills and experience you have; your commitment to undertaking training to acquire or develop the skills needed to be an effective governor; If applicable, details of your contribution to the work of the governing board during any previous term of office; how you plan to contribute to the future work of the board.

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I confirm that I am a parent or carer of a registered pupil at the school and am not:

- An elected member of the local authority
- Paid to work in the school for more 500 hours in any consecutive 12 month period

Name of child(ren) registered at Field Junior School

Signed: _____ **Date:** _____

Please return to the school office.