

Date: 11 January 2021

Document 5



**To all parents/carers of children attending  
St Margaret's CofE Junior Infant and Nursery  
School**

Children and Young People Directorate  
Education, Skills and Early Years  
Governor Support Service  
Level 4, Civic Centre  
West Street  
Oldham  
OL1 1UT

Tel: 0161 770 1808

Dear Parent/Carer

**Re: Election of a Parent Governor to St Margaret's CofE Junior Infant and Nursery  
School Governing Body**

Nominations are being sought to fill a vacancy for a parent/carer to serve on the school governing body at your child's school. This will be for up to four years, which is known as the term of office.

Additional information about governors and what they do is listed below

### **Eligibility to Vote and for Nomination**

Anyone who is a parent/carer of a pupil registered at the school is entitled to put themselves forward for consideration and are entitled to vote.

### **Nominations**

If you wish to be considered for the parent/carer governor role then please complete the nomination form. (Document 6)

Your nomination must be proposed and seconded by two other persons who are a parent/carer of a pupil at the school and are entitled to vote in the election.

Please ensure that your personal statement is no longer than 250 words.

The nomination form should be returned to the Headteacher no later than **Friday 22 January 2021**.

### **Election**

If only one candidate is nominated by the closing date for nomination, the candidate will be elected unopposed and should access the following links:

- Governor Website: [www.oldham.gov.uk/schoolgovernors](http://www.oldham.gov.uk/schoolgovernors)
- New Governor Checklist: [www.oldham.gov.uk/new\\_governor\\_checklist](http://www.oldham.gov.uk/new_governor_checklist)
- Mentoring & Induction Policy for New Governors: [www.oldham.gov.uk/induction\\_policy](http://www.oldham.gov.uk/induction_policy)
- [Governor Training Program: www.oldham.gov.uk/governor\\_training\\_program](http://www.oldham.gov.uk/governor_training_program)

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[www.oldham.gov.uk](http://www.oldham.gov.uk)

- Register of Business, Pecuniary and Personal Interests:  
([www.oldham.gov.uk/registerofinterests](http://www.oldham.gov.uk/registerofinterests))

## **Ballot**

If there are **two** or **more** candidates for the parent/carer governor vacancy, a ballot will be arranged by the Headteacher during the period from **Wednesday 27 January 2021** to **Wednesday 10 February 2021**.

## **Term of Office**

Parent/carer governors shall be appointed for a term of office of up to four years, which will be ratified by the Governing Body at a Full Governing Body Meeting (FGB).

If you would like more information about becoming a governor, please contact the Headteacher or visit the Oldham Governor webpage <https://www.oldham.gov.uk/becomeaschoolgovernor> or alternatively contact the Governors Support team.

Yours faithfully

Governor Support Service  
Direct line: 0161 770 1808  
Email: [gbsupport@oldham.gov.uk](mailto:gbsupport@oldham.gov.uk)

# Parent Governors

## BEING A PARENT GOVERNOR

- Have you ever considered becoming a parent governor?
- Have you ever wondered how parent governors are elected and what they do?
- Do you wish to be involved in decisions affecting the education of children in your child's school?

If so, then please read on.

## CAN ANYBODY BE A PARENT GOVERNOR?

**Yes, with very few exceptions.**

No formal qualifications are required, but you must have a child who is a registered pupil at the school in any year group.

Being a school governor is challenging, stimulating, interesting, and, in today's rapidly changing educational world, vitally important.

Spending time getting to know your child's school, informing yourself, attending meetings, is also very rewarding.

## WHY DO WE NEED PARENT GOVERNORS?

Schools do not exist in isolation from their communities. They profit from the knowledge and experience which you, as parents, can offer. Schools value the constructive support, influence and information which an enthusiastic governing body can provide.

## WHAT IS A SCHOOL GOVERNING BODY?

All Oldham schools have a governing body/board made up of a number of governors from a minimum of nine to a maximum of twenty. Although governors' responsibilities have changed over the past few years, their basic role is to help run schools in the interest of the community they serve.

## WHO ARE THE GOVERNORS ON THE SCHOOL GOVERNING BODY?

The governing body includes:

- Local Authority governors – appointed by the Council;
- Parent governors – parents with children at the school, elected by other parents;
- Staff governors – teaching or support staff at the school, elected by staff and including the Headteacher
- Community governors – people from the local community chosen by the other governors.

## WHAT DOES THE GOVERNING BODY DO?

Governors take part in:

- supporting the work of the school;
- being a critical friend to senior leadership by offering challenge and support
- appointing senior staff;
- setting targets;
- setting standards of behaviour;
- deciding how money is spent;
- preparing an annual report on their work and presenting it to parents; and
- advising the Council about the school or the education service generally.
- meeting Ofsted Inspectors

## WHAT COMMITMENT DO PARENT GOVERNORS GIVE?

Normally parent governors serve on a governing body for up to four years, and many continue to serve following re-appointment or re-election.

Governing bodies have to meet at least once a term. Many governors meet more often to conduct their business, serving as members of working parties or committees.

Governors sometimes need to be available during school hours to visit the school, to talk to children and staff, and to take part in selecting staff. School governors are covered by the provisions of the Employment Protection Act requiring employers to grant employees reasonable (unpaid) time off for public duties.

All the work is voluntary.

## HOW DOES OLDHAM COUNCIL HELP SCHOOL GOVERNORS?

The Local Authority has a comprehensive system of support, information and training, all of which is designed to assist governors to be more effective.

## HOW CAN I BECOME A PARENT GOVERNOR?

If you are a parent of a school child, you can stand in an election to become a parent governor at your child's school.

You can contact the Headteacher and make them aware that you would like to be considered to become a governor.