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21 October 2016

Dear Parents and Carers

Parent Governor Elections

Every school has a Board of Governors who have a responsibility for the long term development of the school, working alongside the Headteacher who leads and manages the school day to day.

Parent Governors are elected by parents and work with fellow governors to use their skills and expertise to support the school. Thomas Tallis Governors are hard-working and highly effective – crucial to our development and improvement. A Parent Governor is elected for a four-year term of office and would be expected to commit time to attend at least four meetings per term, to read documents in preparation for meetings and to make a visit into school.

Each half-term, we have a sub-committee meeting of the Inclusion Committee, the Learning and Achievement Committee and the Resources Committee, usually followed by a Full Governors' meeting. These meetings take place on Tuesdays between 6.00 pm and 8.00 pm. There are a total of 24 meetings per year, plus an occasional Saturday morning session. You do not need to attend every meeting; you would decide which committee to work with, however, most governors serve on two sub-committees and many on all three. The minimum commitment each year is six Full Governors' meetings and six sub-committee meetings. You would also take on a special interest role with the school and report back your observations to all governors.

Whilst this may sound daunting, help and support is available from fellow governors and outside training is available to equip you with skills and understanding. More important though is your willingness and commitment to supporting the governors to secure the very best education for every child within the school.

The Government have identified school governors' core purpose as:

1. Ensuring clarity of vision, ethos and strategic direction.
2. Holding the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff.
3. Overseeing the financial performance of the school and making sure its money is well spent.

Currently, the school is looking to recruit two parent governors and we are writing to invite you to consider applying. With this letter you will find a nomination form, double sided in case of two applicants, together with space for you to write a personal statement. Your self-nomination should be supported by another parent at the school. In the event of there being more candidates than vacancies, there will be a ballot of all parents and your statement will be used to provide more information about you.

If you would like more information about becoming a governor, please contact the school.

Yours sincerely

Carolyn Roberts
Head

Thomas Tallis School

Parent Governor Elections

NOMINATION FORM

Name:

Parent/Carer of: _____

Tutor Group: _____

Please write a brief statement of not more than 150 words to explain why you would like to become a Parent Governor.

Signature: _____.

Date: _____

My nomination is supported by: _____

Parent of: _____

Tutor Group: _____

THIS NOMINATION FORM MUST BE RETURNED TO SCHOOL BY FRIDAY 4 NOVEMBER 2016. PLEASE RETURN TO MAIN RECEPTION.

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