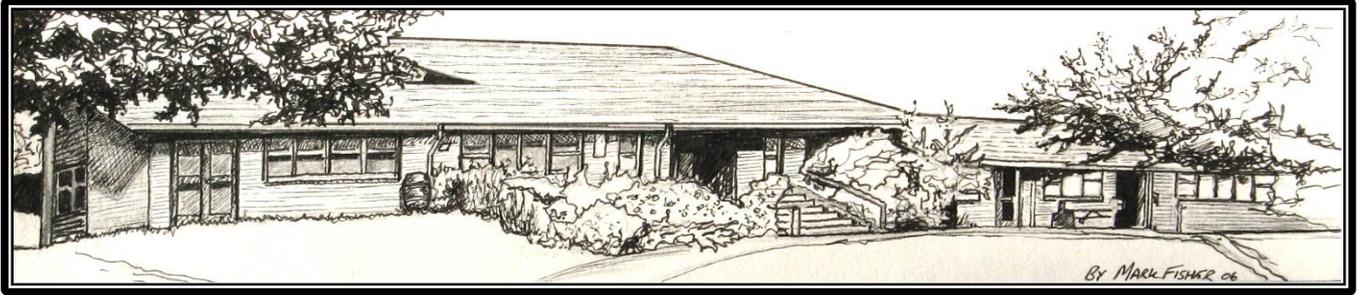


Sedlescombe Church of England Primary School

Headteacher: Mrs Caroline Harvey



Brede Lane, Sedlescombe, Battle, East Sussex, TN33 0RQ

Tel: 01424 870585

Email: Mrs Harde: office@sedlescombecep.e-sussex.sch.uk

www.sedlescombecep.e-sussex.sch.uk

Monday 11th October 2021

Dear Parents and Carers

RE: Parent Governor Vacancy

We are writing to invite parents to apply for the vacancy we have on our local governing body. To be eligible to apply you must be a parent to a current pupil at Sedlescombe Church of England Primary School and be over the age of 18.

What's involved?

Parent local governors play a very important role in keeping the local governing body aware of the views from the parental perspective. They are a vital part of our team and I hope that there are parents willing to give their time and commitment to this important role. The local governing board meets 6 times per year. Meetings are held for 2 hours from approximately 5:00 pm to 7:00 pm on a Monday evening. Dates are available upon request.

Being a parent governor allows you to see things from the school's perspective and see how the school is managed. You would also gain an in-depth understanding of how decisions are made, while playing an integral part in deciding what happens within the school. You will also have the opportunity to develop your skills, both personally and professionally, gaining experience in the following areas:

- Strategic planning
- Experience on a board
- Holding senior leaders to account
- Finance, and maintaining oversight of school budgets
- Human resources and performance management
- Project management
- Marketing
- Communication and teamwork
- Decision making

Learning, Loving and Growing Together with God

Do I need any qualifications to apply?

There are no formal qualifications - volunteers are needed with experience of life. The one essential requirement is an interest in, and commitment to, the education of children.

Local governors are ordinary people, drawn from many areas of society. They need to be able to devote time to getting to know the school well and be available to support and challenge it. A local governor must be a good listener, and someone who is able to read and take in information easily. A governor must be able to:

- raise questions and take part in discussion and decision-making
- be **discreet**, open minded and fair
- be a source of ideas and a good communicator
- be enthusiastic about the work of the school
- be prepared to work as part of a team.

Whilst schools are keen to welcome applications from all areas of society, there are certain criteria that have to be met before your application can be accepted. This is attached for your information.

How long do local governors serve?

The usual term of office is four years. However, local governors are volunteers who can leave at any time and can similarly be re-appointed or re-elected.

Is there any support available?

A great deal of professional advice and support is available to help governors with their duties and responsibilities, along with training available from DCAT and the Diocese and a mentor who will be an experienced governor from within the local governing board.

Interested?

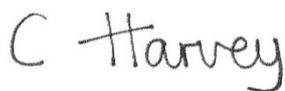
If you would like to apply for a parent local governor role, you will need to complete an application form, which is available from the school office or from the clerk, Kay Coleman, clerk@sedlescombecep.e-sussex.sch.uk. We would also welcome the opportunity to discuss the role and answer any questions or concerns you have. Please contact myself to discuss.

Should we receive a number of applications then an election for the post may need to be held. We will keep you informed if this is necessary.

The closing date for applications is Friday 22nd October at 12:00 noon.

Whilst schools are keen to welcome applications from all areas of society, there are certain criteria that have to be met before your application can be accepted. This is attached to the application form for your information along with further details of what will be expected of a local governor.

Yours faithfully



Mrs C Harvey
Headteacher