



Tuesday 21<sup>st</sup> September 2021

## **Parent Governor Position**

Dear Parents & Carers,

I am writing to inform you of vacancies for the role of parent governors on our governing board.

### **The role of the governing board**

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

If you answer yes to any of the below, a parent governor role would be suited to you:

- Do you have an interest in the school and in the welfare of our children and do you have the time and willingness to get involved?
- Would you like the opportunity to use and develop a wide range of skills? Duties carried out by governors include: attending termly meetings, visiting the school termly, reading budget reports and performance data, carrying out research and monitoring.
- 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

### **Expectations of governors**

The term of office for a Parent Governor is four years, which can be served in full even if your child leaves the school. Currently the Governing board meets twice a term, meetings are held face to face and virtually. Governors also come into school once a term for school visits.

Another key aspect of the role is maintaining confidentiality. Training is available for the role, and you will be fully supported onto the Board.

### **How to apply**

If you're interested in applying for the role, please complete the candidate form attached to the letter and return to Harpreet Kalher [h.kalher@claycots.com](mailto:h.kalher@claycots.com), or to the School Office for the attention of Harpreet Kalher by 6<sup>th</sup> October 2021. If we receive more applications than there are

Claycots School Partnership

Britwell Campus: Monksfield Way, Slough, SL2 1QX, Tel: 01753 521215

Town Hall Campus: Bath Road, Slough, SL1 3UQ, Tel: 01753 531415

Website: [www.claycots.co.uk](http://www.claycots.co.uk) • Email: [enquiries@claycots.com](mailto:enquiries@claycots.com)



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 Harpreet Kalher.

Yours sincerely,

Harpreet Kalher  
Clerk to the Governors