

7 January 2021

Dear Parent/Guardian

Parent Governor Election

The Governing Body of Penwortham Priory Academy currently has vacancies for three parent governors to serve for a period of up to four years. Parent governors are elected to office by the parents/guardians of pupils currently attending the academy, and must be the parent/guardian of a pupil.

Joining the Governing Body as a parent governor offers you the opportunity to make a real contribution to the life and work of Priory. Governors play a key role in the strategic leadership of the academy and raising of standards, including the appointment of key staff, overseeing the budget and monitoring progress in the curriculum. Being a governor can be very rewarding and will provide you with the opportunity to work as part of a team and gain new skills. Don't worry if you have no experience as training and support is available.

Please note that the most important duty of any governor is to attend meetings of the Governing Body and you should be sure that you are committed and available to do this before applying. Meetings of the full Governing Body take place three times a year at 6.00pm, and each governor is also allocated to one of the two sub-committees, each of which take place three/four times a year in the early evening.

If you wish to nominate yourself as a parent governor please complete the attached form, after referring to the accompanying criteria to ensure you are eligible.

Please return the form via email to Mrs Sue Spencer, Clerk to Governors (s.spencer@priory.lancs.sch.uk), or in an envelope marked 'Parent Governor Nomination' via the school office, **no later than 12 noon on 22 January 2021**. If there are more than three nominations, a ballot will be held and further details will be sent in due course.

Thank you for your support.

Yours faithfully



Sue Spencer
Clerk to Governors

