



**St. Cuthbert's**  
Roman Catholic High School

12 October 2020

Dear Parent,

### **ELECTION OF PARENT GOVERNOR– NOMINATION PAPER**

We have a vacancy for a parent Governor, if you would be interested please see below details.

Being a parent Governor is an important and responsible role. There are at least three meetings of all Governors each year as well as a number of committee meetings with specific delegation and terms of reference.

The job of a Governor is to make decisions about how the school is run. Governors are strategic leaders of the school and have a vital role to play in making sure every child gets the best possible education. Your focus will be to ensure clarity of vision, ethos and strategic direction; holding the Headteacher to account for the educational performance of the school and its pupils and the performance management of staff and overseeing the financial performance of the school, making sure its money is well spent.

As a Governor, you would have to sign up to a code of conduct, to work in accordance with the Governance Handbook and Competency Framework (where appropriate) and be willing to undertake training.

If you become a Governor, the term of office would be four years.

If you would like to put yourself forward as a Governor please fill in the attached form including a biography (pen portrait) outlining your skills and how these would contribute to effective governance and email it for the attention of the Headteacher (Headteacher@scrchs.com) no later than noon on **Friday, 23 October 2020**. You may wish to nominate another parent. Please ensure that you have their consent to put their name forward before doing so. Should we have more people come forward than we have vacancies, we will hold an election.

If you would like more information about what being, a parent Governor involves please contact the school.

Yours sincerely

Mr D Shields  
Headteacher

#### **NOTES**

- A) Would candidates please return a brief biography with the nomination paper outlining their skills and how these would contribute to effective governance? This will be circulated to parents with the voting paper should an election be necessary.
- B) Nominations received after the closing date will not be considered.
- C) If you require assistance in completing the nomination form or would like further information on the role of the Governing Board and work of a parent Governor then please contact the Headteacher.