



HENLEY-IN-ARDEN SCHOOL

Achieving Excellence Together

Headteacher Mr Steven Jefferies M.Ed

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5th April 2019

Dear Parents,

Have you thought about becoming a Parent Governor?

We would like to let you know that there is now a vacancy for a parent governor on the local governing body of Henley-in-Arden School.

Becoming a parent governor offers you the opportunity to make a real contribution to the life and work of our school. School governors play a key role in the leadership of the school and work together with staff to make sure that it provides a challenging and supportive environment for its pupils.

Please do not worry if you feel you are not experienced in education matters. As a parent, you will naturally be interested in the work of the school and you may also have other experience and skills which will be of great value to us.

As a new governor you will receive plenty of information, including mentoring from a fellow parent governor and the opportunity to attend a full training programme. Membership of the local governing body does demand some time commitment: roughly three two hour meeting per year; attendance at three sub-committee meetings and half a day per year visiting the school.

All parents and carers of registered pupils are eligible to become parent governors. Every parent, whether or not you live with the pupil, is entitled to be nominated as a Parent Governor and to vote in a parent governor election. Someone who has parental responsibility or day-to-day care of a pupil is also eligible to serve and to vote.

The usual term of office is four years from the date of appointment. If you choose to, you can complete your term of office even if your child has since left the school.

If you would like to put your name forward, a nomination form is available from the clerk to the governors, Ian Paterson. The closing date and time for the receipt of nominations is 3.30 pm, Monday 29th April. If more than one nomination is received, an election will be held and ballot papers for this will be sent to all parents and carers.

If you are interested and would like to find out more, please contact the clerk to the governors, Mr Ian Paterson (clerk@henleyschool.com).

We look forward to hearing from you.

Yours sincerely,

Headteacher

