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Head teacher: Ms E Davies

08 November 2024

Dear Parents/Carers

Re: Parent Governor

Every school must have a governing body which is made up of local authority representatives, 'co-opted' governors, staff governors and parent governors.

A vacancy for a parent governor has arisen and the governing body are looking for a parent governor who has a skill set that will support future improvement, and who is willing to devote time to the role. The role of the governor is demanding, but extremely interesting and essential to ensure that the school is run effectively. The governors do not get involved in the day to day running of the school, but act as a 'critical friend' to the headteacher, challenging and supporting strategic decision making.

Governors sit on recruitment panels, review statutory policies and procedures, meet with teachers and leaders and attend events in the school. There is a formal meeting once per half term that governors are expected to attend, but I would also like them to be regular visitors to the school so there is a good understanding of what we do and why we are doing it.

There is an expectation that the papers and policies sent in advance of the meetings are read and understood so that questions or queries can be raised during meetings. This means you would be required to read a large number of documents/policies and have an expectation to write formal reports and the need for digital literacy.

The governor's term of office runs for 4 years, so if you feel you have the qualities and commitment to be a governor and would like to register your interest please contact Shazia Parveen, School Business Leader office@mayespark.redbridge.sch.uk by 22nd November to arrange a meeting with the Chair and Vice Chair of Governors to explain more about the role. In line with our safeguarding procedures the successful applicant will be subject to a DBS check.

Yours faithfully,

Ms E Davies
Headteacher

