



# Nyewood CE Infant School

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Headteacher: Anna Wells MA



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## “SMILING, CARING AND LEARNING TOGETHER ON A JOURNEY WITH GOD”

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Friday 15<sup>th</sup> November 2019

Dear Parents and Carers,

### **Governor vacancies at Nyewood CE Infant School**

At Nyewood CE Infant School we will shortly have three vacancies on our governing body - and we would like to ask you to consider volunteering to take on these vital roles. Governors are volunteers who are responsible for critical elements of the school's direction - setting the vision and ethos of our school and its community, ensuring that the school is led well and making sure that its finances are managed well and used effectively. As a governor you are effectively a non-executive director of the school - and as Nyewood CE Infant has voluntary-aided status, the governing body is also the employer of staff at the school.

Three vacancies will shortly exist on our governing body. One is for the role of parent governor - who needs to be the primary carer of a child at the school - and the other are for foundation governors, who are required to be involved in a local church setting.

Being a governor involves:

- supporting pupils, staff and the wider community as the school grows and progresses;
- playing your part in a team committed to improving the school and the outcomes for all children;
- improve your own skills in a wide range of areas - full training and support is available at no cost to individual governors, through face-to-face training courses<sup>1</sup> and online learning<sup>2</sup>;
- getting support from existing governors and supporting those who will become governors after you.

Governors are not paid for their role and are a vital part of the life and direction of every school across the country - with an estimated quarter of a million individuals currently volunteering in this role<sup>3</sup>.

You don't have to know all about education jargon, or have all the answers in order to be a great governor! Putting the outcomes for children at Nyewood Infants first, asking the right questions and having a willingness to learn - both from others and through training - all contribute to being an effective governor who can have a real impact on children's futures.

We would particularly welcome nominations from parents with skills in the following areas: financial oversight and planning, compliance management and strategic planning. Training is available for all governors and this governing board has an expectation that those new to being a governor will attend free induction training.

The time commitment is two full governing body meetings in the evenings each term, plus committee meetings which are often during the day. Where necessary, governors must be allowed 'reasonable time off' by their employer to carry out governance-related duties<sup>4</sup> and this is not normally counted against holiday entitlement.

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<sup>1</sup> <http://schools.westsussex.gov.uk/Page/1349>

<sup>2</sup> <https://www.moderngovernor.com/>

<sup>3</sup> <http://bit.ly/governorstories>

<sup>4</sup> <https://www.gov.uk/time-off-work-public-duties>

If you have an interest in ensuring that Nyewood CE Infant School is as good as it can be, then please consider putting yourself forward as a governor of the school. Parent governor roles are normally filled through an election, so if you would like to stand for election please contact David Mobsby (Chair of Governors) or Ian Usher (Vice-Chair of Governors) via the school office, for further details - we are more than happy to answer any questions you might have, explain what the role involves and let you know how to apply.

In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year or who are elected members of the Local Authority, are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election please complete the enclosed nomination form and return it to the school no later than Friday 29<sup>th</sup> November 2019. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent.

If there are more nominations than vacancies for the parent governor vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours faithfully,

Martin Lloyd

Returning Officer  
Clerk to the Governing Body

**Nyewood CE Infant School - Election of Parent Governors**

Please enter IN BLOCK LETTERS the name and address of the person being nominated for election:

Name: .....

Address: .....

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Signature of person nominated: .....

Signature of proposer (if different to nominee): .....

Name and address in BLOCK letters of proposer (if different to nominee):

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Personal Statement (maximum 250 words)

I wish to submit my nomination for the election of parent governor.

I confirm (i) that I am willing to stand as a candidate for election as a parent governor and (ii) that I am not disqualified from holding office for any of the reasons set out in the School Governance (Constitution) (England) Regulations 2012.

Signature .....

Date: .....

**Completed nomination forms must be returned to the school by 3.30pm on Friday 29th November 2019.**