Our Ref: SAB/YAS

Date: 7th October 2024

Dear Parent/Carer

**PARENT GOVERNOR OPPORTUNITY ON THE GOVERNING BODY**

We have an exciting opportunity for a parent to join our Governing Body, we are looking for committed individuals with a willingness to learn. The Governing Body is committed to equal opportunities, and we are keen to ensure that it is diverse and inclusive, with representation that can offer a wide range of opinions, experience, perspectives and beliefs.

We are able to grow and learn better together with a diverse governing body. We are particularly focussed on making sure that governors under 40 years, and those working in the private sector are fairly represented on the governing body, although we of course welcome applications from anyone interested.In addition, if there are any barriers in you applying to be a governor at the school, please do get in touch to establish if we are able to support you with them.

If you would like to nominate yourself for the position of parent governor, or nominate another parent, you can do this by either following the below link or using the QR code.

Nomination close at **12 noon** **on Friday 18th October 2024**.

[Parent Governor Nomination Link](https://forms.office.com/Pages/ResponsePage.aspx?id=J87rSX6hkE-ARGYMBpaKm8xJRe0EDS1Dpi0OHY8geTFUQ1NHSDdLMzY0U1BEVTdZT08xSE9FVllZUS4u)

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Description automatically generatedAlong with this letter there are key documents:

1. A recruitment pack with further details about Penistone Grammar School Governing Body.
2. Disqualifications summary

**Further key information about the role of a Parent Governor is below:**

* The role of a Governor is strategic, rather than operational and a key requirement of a Governor is to provide first class support and challenge.
* Governor’s support and challenge the school’s leadership team to drive improvement, set aims and objectives and agree, monitor and review policies, targets and priorities.
* Parent Governors are eligible to serve up to 4 years.
* The Governing Body meets **6** times a year on a Monday evening.
* You will also be required to support and challenge in one or two link responsibility areas throughout the school year, including one termly meeting with the member of Senior Leadership Team responsible. This includes engaging with students and parents (more information about this and current vacancies are in the attached document although it is not essential you have expertise in these areas).
* Governors must **promote the best interests of all children at the school** and have a duty to maintain good relations with and be available to the other parents. Parent governors should not use Governor Meetings to raise issues affecting their own child at the expense of others.

**What qualifications are needed?**

* To be an elected parent governor you must have a child who is a registered pupil in the school at the time you become a governor.
* Anyone who wishes to serve as a Parent Governor has to be proposed and seconded by parents of registered pupils at the school.
* If the number of parents nominated is equal to the number of vacancies, you are appointed to the Governing Body automatically.
* You will be required to undertake a check through the Criminal Records Bureau.
* If the number of nominations exceeds the number of vacancies, a secret ballot of parents will be held to elect the parent governor. You are requested to provide a brief statement in support of your nomination. The statement will help parents to decide who they wish to be a parent governor.

**How are Governors supported?**

* The attached pack outlines how Governors are supported especially new Governors, training opportunities will also be available throughout your term.

**Where can I get more information?**

If you would like to find out more, or need clarification on any matter, you may ask the Principal or the Chair of the Governing Body via the Clerk to the Governors, Sam Abel via email at [sabel@penistone-gs.uk](mailto:sabel@penistone-gs.uk).

Yours sincerely

A close-up of a signature

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Yvonne Asquith

**Chair of the Governing Body**