

# PARENTS - YOUR CHANCE TO BE A SCHOOL GOVERNOR

## Nominations (open)



There is a vacancy for a Parent Governor on the governing body of your school. As a parent you can stand for election and can vote.

### **What do Governors do?**

Governors work in partnership with the Head Teacher and local authority to manage the school. Their duties include:

- agreeing the school improvement plan
- deciding how the school budget will be set
- setting aims for the curriculum ( what is taught )
- recruiting teachers and other staff
- agreeing school policies, e.g. on equal opportunities, and
- providing information for parents

### **What Commitment is needed?**

Governors attend one or more full meetings per term, plus committee meetings and visits to the school. Governors also take part in staff selection. The term of office is for a maximum of 4 years.

### **What support is offered?**

Newham Council is committed to providing governors with training. Children and Young Peoples Services has many support services, including a

Governing Bodies Support Service which provides a clerking service and offers advice, and the Governor Training Unit.

**More information**

For more information contact the Governing Bodies Support Service on **020 8249 6930**.

**Who can stand for election?**

All parents, including guardians, of a child registered at the school can stand for election and vote. In the past African, Asian, Caribbean and other ethnic groups have been under-represented on governing bodies. However, as meetings are conducted in English and most papers are written in English, it would be hard to participate if your English is not fairly good.

**Who cannot stand for election?**

By law parents who work at the school for more than 500 hours per year and Newham councillors cannot stand for election.

Following appointment, all governors are asked to sign a form declaring that they are not disqualified from serving as a governor for a variety of listed reasons.

**How to stand for election**

Fill in the form on the next page of this booklet. The form must be returned to your child's school **by 10 am on Thursday 2 April 2015**.

It is a good idea to submit a short statement (maximum of 100 words - longer statements will be cut) in support of your application. The information pack which may be obtained by calling **020 82496930**, offers guidance on writing a statement.

**YES, I WANT TO STAND AS A PARENT GOVERNOR**

My name is (block letters).....

My child's/children's name  
is/are.....

My address is.....  
.....

My school is.....

Signed.....

Date.....

Telephone number.....

e-mail address.....

## **STATEMENT**

If you wish to submit a statement on why you want to be a parent governor, which will form part of the ballot paper sent out if there are more nominations than vacancies, write it on the page overleaf. (It is suggested that you prepare a draft of your statement first). **Your statement must be submitted with the nomination form and be no longer than 100 words.** If you submit a statement that has more than 100 words, then all the extra words will be deleted by the Governing Bodies Support Section before your statement is distributed to parents. Your name, which will be used as the heading for your statement, will **not** be included in the 100 word limit. Also, if the Council is going to be able to send it out for you, then it will have to comply with the law and not be discriminatory or libellous.

**RETURN THIS FORM** to the Presiding Officer (in most cases the School Secretary) at your school.

PERSONAL STATEMENT (no more than 100 words)  
(it is preferred to provide a typed version)