



## Priory Junior School

Longsands Road, St Neots. Cambs PE19 1TF

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Headteacher: Tracy Keefe B.Ed (Hons) NPQH

27<sup>th</sup> September 2021

Dear Parents,

I am writing to inform you of **3 vacancies** for the role of parent governor on our governing body.

### The role of the governing body

The school's governing body is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

### The role of a parent governor

As a parent governor, you'll work with the governing body to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the governing body is connected with, and is aware of the views of, parents and the local community.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing board delivers effective governance

### Expectations of governors

As part of being a governor, you would be expected to:

- Attend governing body meetings – there are usually 3 meetings to attend each term – some of these are being held online currently
- Maintain confidentiality
- Be prepared to attend any training to support with the role: an induction session would be the first training session.
- Take part in visits to the school – these are arranged through the governing body meetings and at a mutually convenient time



## How to apply

If you're interested in applying for the role, please complete the candidate form attached to the letter and return to Tina Austin, [office@priory.cambs.sch.uk](mailto:office@priory.cambs.sch.uk) by Thursday, 14<sup>th</sup> October. If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this.

If you have any queries about this process or would like to find out more about the role, please contact Tracy Keefe or Matthew Stevens, our chair of governors.

Yours sincerely,

Tracy Keefe  
Headteacher

Matthew Stevens  
Chair of Governors



<b>Candidate name:</b>	
<b>Candidate address:</b>	
<b>Candidate statement:</b>	<p>In this section, outline:</p> <ul style="list-style-type: none"> <li>➤ The skills and experience you have</li> <li>➤ Your commitment to undertaking training to acquire or develop the skills needed to be an effective governor</li> </ul> <p>How you hope to contribute to the future work of the governing body</p>

I confirm that I am a parent or carer of a registered pupil at the school and am not:

- An elected member of the local authority
- Paid to work in the school for more 500 hours in any consecutive 12 month period

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

