

Dear Parents/Carers

I am writing to inform you of a vacancy for the role of parent governor on our governing board.

### **The role of the governing board**

The school's governing board 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 board to make sure it effectively carries out the duties referred to above. You'll also play a vital role in bringing a **parental perspective** to the governing board, but you're not there to speak 'on behalf' of the parent body. 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 make sure the governing board delivers effective governance

### **Expectations of governors:**

- You will be required to attend the Governor's Board Meetings, these are once a term and held at in the school hall at 6pm-8pm
- The term of office for a parent governor is 4 years, although you are able to stand down at any time
- Maintain confidentiality with all matters relating to the **governing board**
- You must be committed to undertaking any required training
- You will be required to visit and carry out monitoring reports at the school
- Your term of office as a parent governor is 4 years

### **How to apply**

If you're interested in applying for the role, please complete the [candidate form](#) attached and return to Claire Sharp by email: [claire.sharp@ashfordoaks.kent.sch.uk](mailto:claire.sharp@ashfordoaks.kent.sch.uk) or ask for a form at the school office (completed hard copy forms to be returned to the school office). 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. Applications to be received by Wednesday 13 December 2023.

If you have any queries about this process please email Claire Sharp.

Thank you

**Claire Sharp**  
**Clerk to Governors**