



29 September 2023

Dear Parents,

Parent Governor Vacancies on the Greenway Governing Body

Following the Welcome to Your Class session on 12 September you will be aware that we are looking for 2 new parent governors on the Greenway Governing Body. You will have received separately a formal letter inviting applications for the role of parent governor.

We reviewed the Governing Body's Instrument of Government last year and decided to reduce our size so that when all posts are filled, we will have 12 governors. We are delighted to confirm that the Governing Body has recently welcomed two new governors - Sheena Marsh is a new co-opted governor and Anita Nielsen is our new Local Authority appointed governor. You will find details about them on the governor section of the school website. We know that the Governing Body will benefit hugely from their skills and expertise, and we are very much looking forward to working with them both.

As you will have seen in the end of term newsletter and the Governing Body Annual Review for 2022/23, we highlighted that we would be seeking 2 new parent governors this term and invited anyone interested to review the Governing Body section of the school website and to read an interesting blog [How to Apply to be a School Governor: 17 Key Things You Need to Know \(insidegovernment.co.uk\)](https://insidegovernment.co.uk). I would welcome the opportunity of discussing the role with anyone who may be interested in applying.

What is the role of a parent governor?

A parent governor is elected by the parent body. However, it is important to remember that parent governors are not on the Governing Body to speak 'on behalf of' the parent body but instead to bring a **parental perspective** to the issues discussed.

What do governors do?

Governors are involved not only at a strategic level in determining the long term vision, ethos and strategic direction of the school, and supporting the Head and staff who deliver on this, but also to hold them to account and challenge them appropriately for the educational performance of the school and the effective performance management of staff. Governors are also responsible for the financial performance of the school and making sure that money received is spent appropriately.

Governors are not involved in the operational day to day management of the school.

What is the term of office for a governor?

If you join the Governing Body at Greenway, you will serve a 4-year term - you can continue to the end of the 4 years even if your child/ren leave the school. Clearly none of us has a crystal ball and your circumstances may change resulting in your wishing to stand down at an earlier stage, but we would ask that you do not put yourselves forward at this stage if you think that there is a possibility that you may not be able to see out your term.

What is the time commitment?

- Governors sign a Code of Conduct annually which provides that they '*... acknowledge that accepting office as a Governor involves the commitment of significant amounts of time and energy*'.
- We notify Governors of the dates of Governing Body meetings at the beginning of the academic year and would ask that Governors attend all meetings (minimum 3 per term). Meetings start at 6.30pm and most are in person although occasionally we hold them remotely. There may be a need to call an extra meeting possibly at short notice, but this does not happen very often. Meetings tend to last about 2 hours. We all appreciate that due to other commitments it is not always possible to attend all meetings, but we would ask that you attend as many as possible to ensure the smooth running of the Governing Body and the school.
- To be an effective Governor you will need to set aside time to undertake training (this can be during the day, in the evenings or at weekends and will be either in person or online); prepare for and attend meetings to include reading and checking documents; visit the school; contribute to specific projects as and when they arise; and carry out actions assigned to you from the various meetings attended by you.
- Unless your job is exempt, employers should provide you with reasonable time off to attend to your Governing Body responsibilities. <https://www.gov.uk/time-off-work-public-duties>
- ***If you are not able to commit this amount of time to the role we would ask that you seriously consider whether this is the right position for you.***

Who are we looking for?

You do not have to be an expert in education to be a Governor – we value the experience that all governors bring to the role. The Governing Body benefits from having members with a broad mix of interests and skills and governors share equally the responsibility for carrying out the Governing Body's wide range of duties with roles allocated to individual governors – we strive to share these out as evenly as practicable.

We support new governors in 'learning the ropes' but as a small primary school Governors are required to 'roll their sleeves up' and sometimes be more 'hands on' than in larger settings. As such, time and enthusiasm are the key requisites for considering the role of parent governor but anyone with a background in finance, communications or education is of particular interest.

I would hope that everyone who becomes a Governor will consider taking their turn in leading on a topic and/or chairing the Governing Body.

The benefits of being a governor on the Greenway Governing Body

Becoming a governor at Greenway can be an enjoyable and rewarding experience - we have several governors who have continued beyond their initial 4-year term. You would be involved with a Governing Body which was praised by the inspector at the feedback session, in the school's last Ofsted inspection. Whilst working hard to effect our various roles and responsibilities we also manage to maintain a cheerful and professional relationship with each other and the school.

Please do feel free to contact me through the school office or via my email should you wish to discuss the role further. I can in any event put you in touch with other governors within the Governing Body if you would like to talk with them about their perspective of the role.

With kind regards,

Yours sincerely,

Elizabeth O'Reilly MBE
Chair of Governors

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