



James Wolfe  
Primary School  
with Centre for the Deaf

### **RANDALL PLACE CAMPUS**

(Nursery, Reception, Year 1, Year 2, Year 3)

Randall Place, Greenwich SE10 9LA

### **ROYAL HILL CAMPUS**

(Year 4, Year 5, Year 6)

Royal Hill, Greenwich SE10 8RZ

☎ 020 8858 2472

✉ [admin@jameswolfe.greenwich.sch.uk](mailto:admin@jameswolfe.greenwich.sch.uk)

🌐 [www.jameswolfe.greenwich.sch.uk](http://www.jameswolfe.greenwich.sch.uk)

Thursday 27th January 2022

Dear Parent,

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 will work with the board to make sure it effectively carries out the duties referred to above. You will 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**

- Attendance at two governor meetings per term
- Maintaining confidentiality
- Committing to training
- Visiting the school
- Four year term of office

#### **How to apply**

If you are interested in applying for the role, please complete the candidate form attached to this letter and return to Gill Sax, School Business Leader at [gsax@jameswolfe.greenwich.sch.uk](mailto:gsax@jameswolfe.greenwich.sch.uk) or by dropping the completed form into one of the school offices. Also attached is guidance from the Local Authority explaining who can and cannot become a governor. The closing date for nominations is **Thursday 10th February 2022**. If we receive more applications than there are vacancies (currently we have one vacancy), a secret ballot will take place. We will inform you closer to the time if we have to do this.

If you have any questions about this process or would like to find out more about the role, please contact Gill Sax, School Business Leader at [gsax@jameswolfe.greenwich.sch.uk](mailto:gsax@jameswolfe.greenwich.sch.uk) or by telephoning the school on 020 8858 2472.

Yours sincerely,

Gill Sax  
School Business Leader

**PARENT GOVERNOR ELECTION NOMINATION FORM**

**JANUARY 2022**

<b>Candidate name:</b>	
<b>Candidate address:</b>	
<b>Candidate statement:</b>	<p><i>In this section, outline:</i></p> <ul style="list-style-type: none"><li>• <i>The skills and experience you have that you feel would support the role of a governor.</i></li><li>• <i>Your commitment to undertaking training to acquire or develop the skills needed to be an effective governor</i></li><li>• <i>How you would contribute to the future work of the board.</i></li></ul>

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 than 500 hours in any consecutive 12-month period at the time of election

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