



The Pinnacle Schools Federation

11th September 2023.

Dear Parent(s)/Guardian(s)

Parent Governor Vacancy

This letter invites Parent(s)/Guardian(s) of pupils at this school to consider standing for election as a parent governor to the Pinnacle Schools Federation (Iron Acton and Hawkesbury Primary Schools).

The Pinnacle Schools Governing Board has 2 parent governors, who are elected by and from the parents of pupils currently attending their school. Parent governors serve a 4 year term of office and bring a very important and valued perspective to the work of the governing board.

Before you decide, you may want to know more about what is involved. Experience has shown that governors need a strong commitment to the role and to improving outcomes for children, the inquisitiveness to question and analyse, and the willingness to learn. Governors need not be experts in the field of education the skills you have can be very useful to the governing board. Governors also need what is known as 'soft skills' – the ability to be able to build relationships with a range of people, to be able to work as part of a team, to be able to question, and to make connections between different types of information. In particular, we would welcome those who finance and / or HR management and project management. If you wish to discuss the role in more detail, please contact the school office.

Our governing board expects governors to:

- attend 6 meetings per annum of the full governing board;
- sit on a committee and attend the meetings which are usually once a term;
- visit the school formally for monitoring purposes – up to 3 times a year;
- commit to attend induction training, safeguarding training and other relevant training courses.

In return, our governing board commits to:

- provide you with a structured induction;
- provide access to quality training;
- provide you with an experienced governor as mentor;

Please note that all governor appointments are subject to an enhanced criminal records check in addition to the Qualifications and Disqualifications Regulations which can be viewed on Integra Schools, Governor Services website.

<https://www.sgsts.org.uk/governor/SitePages/Governor%20Recruitment.aspx>

If you would like to put yourself forward as a candidate, please complete and return the attached documents to the school by **3pm on Wednesday 27th September**.

Your nomination should be accompanied by a succinct personal statement which should include:

- evidence of the extent to which you possess the skills and experience the governing board desires;
- your commitment to undertake training to acquire or develop the skills to be an effective governor;

If it is necessary for there to be an election, I will contact you to let you know about the arrangements. If there are more nominations than vacancies, an election will be held and you will be sent a voting paper. You may return the ballot paper either via your child or by post.

Yours sincerely

Kate Bashford

Clerk to the Governors