

# Crofton Hammond Infant School

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Headteacher: Jacky Halton

Deputy Headteacher: Ruth Halbauer

7<sup>th</sup> March 2022

Dear Parents/Guardians,

## **Governor Vacancies – Parent and Co-Opted Positions**

The Crofton Hammond Infant School Governing Body has two vacancies for Parent Governors and one vacancy for a Co-Opted Governor which we are looking to appoint to this term. This letter aims to explain the role of a governor and encourage interested persons to apply.

The Governing Body's main tasks are to support the school via its three strategic objectives:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

The Governing Body achieves these objectives through close collaboration with the school, governing body meetings (various sub-committees), learning walks (hosted by Headteacher and reviewing specific aspects of the school under working conditions), and reviewing school information/data/reports etc.

The work-load of a governor is driven by the individual. Whilst you will be expected to support at least one sub-committee and attend Full Governing Body meetings (held once per term, normally on a Wednesday evening), you will be able to select as many areas as you would like to be involved in. Typical governor activities include but are not limited to:

- Attending and inputting to committee meetings;
- Reviewing and commenting on school information, data, Headteacher's reports etc;
- Conducting learning walks and summarising findings;
- Working directly with school staff on specific topics;
- Supporting or leading specific projects;
- Conducting training and development activities;
- Specialist Governor roles include: Safeguarding, Special Education Needs (SEN), Development and Training (DTG), Wellbeing, Service Families, Health & Safety.
- For interested governors, there are opportunities to develop into leadership positions as Vice-Chair and/or Chair of Sub-committees and/or the Governing Body.

Crofton Hammond Infant School has always aimed for a close partnership with parents which undoubtedly brings great benefits to the children. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor. Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents and the local community.

Being a governor (parent or Co-opted) is a very rewarding role which I can highly recommend. Whilst governors bring their own skills and experience to benefit the Board, there is no expectation of previous knowledge or experience of governance. We offer a structured governor induction programme and support from current governors to introduce new joiners. In addition the local authority offer a significant training resource (some delivered face-to-face and some conducted remotely via video conference) which is available to all governors. As well as providing the opportunity to support the school, there is a clear benefit to individual governors through the professional and personal development available.

For the Co-opted governor role, which can be filled by any individual (does not have to be a parent) we are ideally looking for someone who has links to the local community and/or some background in an education setting. However, we are interested in speaking to any individuals who are interested in finding out more about the role. Please discuss this with anyone you know who might be interested or you feel would be well suited to the role.

If you are interested in applying for any of the above roles, please complete the attached application form and return (ideally electronically) to the school office by **1200 on Friday, 25<sup>th</sup> March 2022.**

The guidelines giving full details about how vacancies are filled can be viewed on the Hampshire County Council website [www3.hants.gov.uk/education/governors](http://www3.hants.gov.uk/education/governors). Please note that for the protection of children all governor appointments are subject to a vetting process and identity check.

If there are more applications than vacancies, for the parent governor roles, we will hold a parent/guardian election.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Phil Hodges', with a large, stylized initial 'P'.

Phil Hodges  
Chair of Governors