

Crofton Hammond Infant School

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Headteacher: Sian Hosmer

Deputy Headteacher: Ruth Halbauer

20th October 2022

Dear Parents/Guardians,

Co-opted Governor Vacancies

Crofton Hammond Infant School Governing Body has vacancies for Co-Opted Governors which we are looking to appoint this term. This letter provides an overview of the role of a governor and we hope will 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;
- A specialist focus such as 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.

Being a governor 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.

The Co-opted Governor role can be filled by any individual, not specifically a current parent, so please discuss this with anyone you know who might be interested or you feel would be well suited to the role. Further information on our current governing body can be found on the school website; <https://www.croftonhammond-inf.hants.sch.uk/staff-and-governors/governors/>.

We are also pleased to be hosting a series of informal governor meet and greet sessions at the school, between 1500-1520 and 1530-1550, on Monday 7th November and Monday 28th November. The sessions are open to anyone interested in finding out more about the role of governors and is an ideal opportunity to meet some of our team. Please feel free to bring your child/children along. Please wait in the school reception 5 minutes before the start of the session most convenient to you.

The guidelines giving full details about how vacancies are filled can be viewed on the Hampshire County Council website <https://www.hants.gov.uk/educationandlearning/governors/volunteer>. Please note that for the protection of children all governor appointments are subject to a vetting process and identity check.

To apply for this role, please complete the attached application form and return it to the Clerk of Governors ideally via email to k.westover@croftonhammond-inf.hants.sch.uk, or via the school office, by **12:00 on Friday 2nd December 2022**.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Phil Hodges', with a large, stylized loop at the top.

Phil Hodges

Chair of Governors