

Portishead Primary School

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Headteacher: Mrs Lucy Sargent



Learning and achieving together

13 September 2023

Dear Parents and Carers

VACANCY FOR PARENT GOVERNOR

Our school's Governing Body has a vacancy for one parent governor. This is open to parents or carers of children currently at our school. It is an important role; one that is both rewarding and challenging. It provides a great opportunity for the right person to help shape the strategic direction of our school, with the emphasis on enabling each of our pupils to achieve their best.

The Governing Body, together with the Headteacher, has overall responsibility for running the school, with three strategic functions:

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

The Governing Body is made up of staff, parent and co-opted governors; all have the same role and responsibilities. A parent governor represents our school's parent and carer community, but is not that community's representative. All governors must put aside their personal interests and take a strategic view in the best overall interests of pupils and the whole school.

No specific qualification, knowledge or skills are required; there is definitely no need to have a background in education. We are fortunate at Portishead Primary School to have a range of skills and experience across our Governing Body, and we are looking for someone who can complement and strengthen that. Most importantly, governors need to have enthusiasm, commitment, a keen interest in our school, and be willing to engage actively in the Governing Body's discussions and work, which extends beyond attending meetings. You will need to commit an average of ten hours per term. Training is available; new governors are expected to attend induction training at an early stage.

If you'd like to become a parent governor, please:

- Complete the [online application form](#)*, including
- A short personal statement (of up to 250 words) about why you want to be a governor, and summarising your skills and experience from work and other responsible roles
- Submit the form, including your statement, *by 6.00 pm on Wednesday 27 September 2023*
- Email a "head and shoulders" photograph of yourself to the Clerk to Governors [pps.clerk@portisheadprimary.co.uk], *by 6.00 pm on Wednesday 27 September 2023*

*If you would like to apply on paper, please ask the School Office Team for the form.

If only one application is received, that applicant will become the parent governor. If there is more than one applicant, the vacancy will be filled by a ballot of all parents and carers. The applicants' personal statements, with their photographs, will be published to support this vote.

Please visit the "[Governors](#)" and "[Governor Information](#)" pages of the [school's website](#) (via the "About Us" section) to find out about our current governors, and what they do. There is also information about the circumstances in which someone cannot be a governor. I encourage anyone who is interested to speak to me; I'll be happy to answer any questions you have. Please email me at chairofgov@portisheadprimary.co.uk.

Being a school governor, particularly in the current rapidly evolving education landscape, is a serious commitment, but one that provides a real opportunity to make a difference, and contribute to our school's ongoing success. We look forward to hearing from you.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Helen Dawes', with a long horizontal flourish extending to the right.

Helen Dawes
Chair of Governors