



Herbert Thompson Primary School Ysgol Gynradd Herbert Thompson

Plymouthwood Road, Ely, Cardiff CF5 4XD

Tel: 029 20561115

Fax: 029 20576278

Email: herbertthompsonprm@cardiff.gov.uk

www.herbertthompsonprm.cardiff.sch.uk/

Headteacher: Mrs S Marsh

Dear Parent

PARENT GOVERNOR VACANCY

There is currently **one** vacancy for a parent governor on the Governing Body. The purpose of this letter is to invite you to consider serving as a parent governor and to explain the role of the governing body.

The Governing Body's core responsibilities:

- ❑ **Standards** – ensuring a strategic and systematic approach to promoting high standards of educational achievement, attendance and behaviour, including the rigorous review of published performance data;
- ❑ **Targets** – acting as a “critical friend” setting targets by which progress for pupil achievement and outcomes can be measured;
- ❑ **Curriculum** – ensuring all learners have access to a broad and balanced curriculum and that all statutory requirements are met;
- ❑ **Determining the aims, policies and priorities of the school** – involvement in the School Improvement Plan, School Self Evaluation and renewal and approval of statutory policies and documents;
- ❑ **Finance** – determining and monitoring the school budget
- ❑ **Staffing** – deciding the number of staff and involvement in all staffing processes including pay, staff appointments, performance management, suspension, disciplinary issues and dismissal, grievances;
- ❑ **Providing parents with information** – Annual Report to Parents, School Prospectus and meetings requested by parents;
- ❑ **Inspection preparation and follow up** – including producing an action plan and monitoring progress following an Estyn Inspection;
- ❑ **The well being and safeguarding of learners including the promotion of Healthy Eating;**
- ❑ **Awareness of their responsibilities in equality matters and where to seek advice;**
- ❑ **Evaluation of the Governing Body's own performance as and when required.**

Who are Parent Governors

Parent governors are elected as representative of the interests of the parents of pupils. However, parent governors are not mandated delegates of parents. They are a member of a corporate body – the Governing Body – and have the same powers, duties and responsibilities as all other governors. Unless specifically instructed by the governing body, they have no individual powers to make decisions. Parent governors are entitled to exercise the same



powers, duties and responsibilities as other governors and have the same rights as other governors. Parent governors are a distinctive category of governor and, as elected representatives, are well placed to understand the needs and points of view of parents.

Parent governors are elected to serve a term of office of 4 years.

What qualifications do School Governors need?

No special qualifications are needed to be a governor. Governors are given full information on their role from the Local Authority in addition to the opportunity to attend training courses.

All new governors have to complete a mandatory induction training programme. New governors and those undertaking a second term of office also have to complete mandatory training on data. Details of this will be provided by the Local Authority.

What do I do next?

If you would like to be a parent governor you need to fill in the nomination form, please contact us to arrange for a form to be send home with your child.

I hope that you will think about becoming a School Governor. The governing body would welcome your involvement in their essential work to promote the achievement, wellbeing and development of all pupils at the school.

Please think about it.

Yours sincerely

Sheena Marsh

Sheena Marsh
Headteacher

