

September 2018

Dear Parents/Guardians

Governing Body Election for three Parent Governors

I am writing to let you know that there will be three Parent Governor vacancies on the Governing Body from 3 November 2018. Parent Governors are elected to serve for a three year term of office.

The role of a Governor is important and rewarding. The Governing Body, with the Headteacher, has overall responsibility for setting the strategic direction of the School and ensuring high standards of education. The key role of Governors is to ensure clarity of vision, ethos and strategic direction, holding the Headteacher to account for the educational performance of the school and its pupils, the performance management of staff and to oversee the financial performance and make sure its money is well spent. Governors also carry out a number of other important duties including determining and monitoring School policies, setting standards for pupils' behaviour and discipline, making sure that the buildings are safe and welcoming.

Governors are expected to attend full Governing Body meetings, normally five per year, and to serve on one or more of the Committees – Admissions, Finance & Premises, Inclusion, Personnel, Teaching & Learning – which meet termly for about two hours. Training is available for all governors and those new to being a governor are encouraged to attend induction training.

If you wish to stand for election as a Parent Governor, it is necessary for you to be proposed by a parent/guardian of a pupil registered at the school and for the nomination to be seconded by another parent/guardian of a pupil registered at the school. The proposer and seconder should indicate their support for your candidature by signing the attached Nomination Form. All nominations should be returned in an envelope marked the Returning Officer via the school office by post or from students by hand. Forms may also be returned electronically to governorelections@jcross.barnet.sch.uk by 9am on Monday 8 October.

Each candidate is requested to submit a brief profile of up to 200 words which will be circulated with the voting papers should a ballot be necessary. If the number of nominations equals, or is less than, the number of vacancies the nominee(s) will be automatically elected as parent governor(s). If there are more nominees than vacancies, a ballot will be held and copies of the personal statements will be circulated to all parents. Each parent will have one vote for each vacancy.

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Parents who, at the time of the election, work at the school for more than 500 hours in the school year are not eligible to be elected as parent governors. They may vote in the election of parent governors and are eligible for election as staff governors.

Attached to this letter is a nomination form and further information about the Governing Body. I hope you will consider standing as a governor yourself or nominating someone else. If you wish to discuss the role of parent Governor, in confidence, with a serving member of the Governing Body, please contact the school at admin@jcross.barnet.sch.uk and we will make arrangements for this.

Yours sincerely

Shirley Paul

Clerk to Governors