



29 Nov 2022

Dear Parents and Carers,

## **REQUEST FOR PARENT GOVERNOR NOMINATIONS**

St Mary's Catholic Primary School is part of the Nicholas Postgate Catholic Academy Trust which comprises of 37 Catholic schools in the North of the Diocese of Middlesbrough. Certain areas of responsibility for the activity of the school is delegated to the Local Governing Body by the Board of Directors in line with the Scheme of Delegation. This includes:

- Setting the school's vision and strategy, and upholding the Catholic ethos of the school.
- Ensuring high outcomes for pupils and young people, by ensuring a suitable curriculum is taught.
- Using the resources of the school to raise standards.
- Act as an ambassador for the school, forging links with the community and representing the school's stakeholders.

People who volunteer as governors will need to have a range of skills to enable the Local Governing Body (LGB) to function effectively. Whilst the LGB has identified a possible knowledge gap in relation to Special Educational Needs it is more important that we find people who are enthusiastic, interested in the education of children, willing to learn and prepared to commit some time to the important, interesting and rewarding task of governing an academy. The important thing to remember is that you would not be making decisions in isolation, but would be working as part of a team.

There are Parent Governor vacancies on the Local Governing Body of St Mary's. We are therefore requesting nominations from parents/carers who are interested in serving on the LGB. A Parent Governor must be a parent or guardian of a pupil registered at the school at the time that they are elected. To serve as a parent governor it is an expectation that you can communicate in English fluently, both spoken and written. Please find enclosed with this letter further information on becoming a governor and a nomination form for prospective governors.

If you are interested in submitting a nomination, please complete the application form and return it to the Head Teacher by no later than 12 noon on Tuesday 13th December 2022. Please read carefully the disqualification criteria within the nomination form

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before submitting the application form. Please note that you will need to be proposed by a parent of a registered pupil at the school. A spouse may nominate their partner. You are also invited to submit a short personal statement of no more than 100 words in support of your nomination. This statement will be circulated to all parents should an election be required. Only the first 100 words of any statement will be reproduced verbatim and personal statements that are considered to contain defamatory material will not be reproduced or circulated.

If an election is required, the election shall be held by secret ballot. Every person entitled to vote will have the opportunity to do so by post or, if preferred, by having their ballot paper returned to St Mary's by a registered pupil at the school.

If no one wishes to be nominated, the LGB will appoint a person who is a parent of a registered pupil at the school; or where it is not reasonably practical to do so, a person who is the parent of a child of compulsory school age. The term of office will be four years, or will end at the end of the term before the Parent Governor no longer has a child who is a registered pupil at the school.

If you have any further questions, please do not hesitate to contact us.

Yours sincerely,

Nicola Pickthall  
Trust Business Manager  
St Mary's Catholic Primary School

Encs.

- Nomination form for the election of parent governor
- Declaration of Eligibility and Permission to Carry out Checks following election

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