

Date: 15 September 2014



**To all parents of children attending
The Radclyffe School**

Commissioning Directorate
Business Support Service - Governors
Level 4
Civic Centre
West Street
Oldham
OL1 1UT
Tel: 0161 770 1620

Dear Parent/Carer

Re: Election of Two Parent Governors to The Radclyffe School Governing Body

Nominations are being sought to fill vacancies for two parents to serve on the governing body at your child's school for up to four years.

Overleaf is additional information about who governors are and what they do. Please read it carefully. If you wish to serve on the governing body as a parent representative will you please ask the Headteacher for a nomination form and return it to the school no later than **Friday 26 September 2014**. Nominations must be proposed and seconded by two other persons entitled to vote in the election.

If there are more nominations than vacancies, a ballot will be arranged by the Headteacher during the period from **Wednesday 1 October 2014** to **Wednesday 15 October 2014**.

If you would like more information about the Governing Body, please contact the Headteacher or Karen Holmes (School Performance Specialist: Governance) on 0161 770 1629.

Yours sincerely

Philip Jones

Philip Jones
Business Support Service
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OLDHAM COUNCIL
COMMISSIONING DIRECTORATE
PARENT GOVERNORS

BEING A PARENT GOVERNOR

Have you ever considered becoming a parent governor?

Have you ever wondered how parent governors are elected and what they do?

Do you wish to be involved in decisions affecting the education of children in your child's school?

If so, then please read on.

CAN ANYBODY BE A PARENT GOVERNOR?

Yes, with very few exceptions.

No formal qualifications are required, but you must have a child who is a registered pupil at the school.

Being a school governor is challenging, stimulating, interesting, and, in today's rapidly changing educational world, vitally important. Spending time getting to know your child's school, informing yourself, attending meetings, is also very rewarding.

WHY DO WE NEED PARENT GOVERNORS?

Schools do not exist in isolation from their communities. They profit from the knowledge and experience which you, as parents, can offer.

Schools value the constructive support, influence and information which an enthusiastic governing body can provide.

WHAT IS A SCHOOL GOVERNING BODY?

All Oldham schools have a governing body made up of a number of governors from a minimum of nine to a maximum of twenty. Although governors' responsibilities have changed over the past few years, their basic role is to help run schools in the interest of the community they serve.

WHO ARE THE GOVERNORS ON THE SCHOOL GOVERNING BODY?

The governing body includes:
Authority governors - appointed by the Council;
parent governors - parents with children at the school, elected by other parents;
staff governors - teaching and support staff at the school including the Headteacher;
community governors - people from the local community chosen by the other governors.

WHAT DOES THE GOVERNING BODY DO?

Governors take part in:
supporting the work of the school;
appointing staff;
setting targets;
setting standards of behaviour;
deciding how money is spent;
preparing an annual report on their work and presenting it to parents; and
advising the Council about the school or the education service generally.

WHAT COMMITMENT DO PARENT GOVERNORS GIVE?

Normally parent governors serve on a governing body for up to four years, and many continue to serve following re-appointment or re-election. Governing bodies have to meet at least once each term. Many governors meet more often to conduct their business, serving as members of working parties or committees.

Governors sometimes need to be available during school hours to visit the school, to talk to children and staff, and to take part in selecting staff. School governors are covered by the provisions of the Employment Protection Act requiring employers to grant employees reasonable (unpaid) time off for public duties.

All the work is voluntary.

HOW DOES OLDHAM HELP SCHOOL GOVERNORS?

The Local Authority has a comprehensive system of support, information and training, all of which is designed to assist governors to be more effective.

HOW CAN I BECOME A PARENT GOVERNOR?

If you are a parent of a school child, you can stand in an election to become a parent governor at your child's school. You will need to contact the Headteacher as outlined overleaf.