



St Francis' Catholic Primary School
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Dear parent / carer

I am writing to inform you of two vacancies on our governing board. One is for the role of Parent Governor, the other is that of a Foundation Governor.

The role of the governing board

The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

All schools have a governing body comprising of different types of governors, for example parent-governors, teacher governors etc. In addition to these categories, governing bodies in Catholic schools also include Foundation Governors, these Foundation Governors will always form a majority.

The role of a parent governor

As a parent governor, you'll work with the board to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the board is connected with, and is aware of the views of, parents and the local community.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing board delivers effective governance

The role of a Foundation Governor

Foundation Governors are appointed by the local Bishop specifically to preserve and develop the Catholic ethos of the school and represent the Bishop's education policy (e.g. worship and religious education) to the governing body. This is why Foundation Governors will always outnumber other governors.

The governing board is keen for candidates to have skills in the following:

Finance, compliance, quality management, change management.

Expectations of governors

Time commitment

Being a school governor requires a commitment to attend the full governor meetings, undertake targeted training, to offer specific skills as required to the school and sit on committees. The time this will take depends on many factors however all governors need to be able to commit to at least seven hours a month. All governors are expected to visit the school at least three times a year during the school day.

Confidentiality

In the course of our role, we are sometimes privy to sensitive information. We will observe confidentiality when discussing this information in line with the Governors' Code of Conduct.

Safeguarding

Although we have specific safeguarding requirements in order to fulfil the role, it is important to highlight that safeguarding should be the highest priority for all Governors in any part of their role. All governors will be required to undergo initial and ongoing training and will be subject to Safeguarding checks.

How to apply

If you're interested in applying for the Parent Governor role, please complete the candidate form attached to the letter and return to office@stfrancispri.org by 17 May 2022. If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this. Candidates should submit a description of themselves no longer than 100 words. This will be included on the voting information if an election is necessary.

To apply for the Foundation Governor role, please visit the Clifton Diocese website following this link (Recruitment):

<https://schools.cliftondiocese.com/governance>

If you have any queries about this process or would like to find out more about becoming a governor, please contact me.

Yours sincerely

Cath Hanley
Chair of Governors
cog@stfrancispri.org