



St. James' CE First School and Nursery

Headteacher: Mr D Lawford

St James' CE First School
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Monday 25th November 2024

Parent Governor for St James' CE First School

Dear Parents and Carers,

I am writing to our community to seek expressions of interest in the role of parent governor at St James' CE First School, for which we will soon have one vacancy. Our governors form our Academy Standards and Ethos Committee (ASEC), which is the school's governing body.

Governors have strategic responsibility for the school's clarity of vision and ethos and for holding school leaders to account for educational performance.

St James' has been on an impressive journey of improvement and has become a school of choice for local parents, but we always strive to further refine our provision. An important role on our ASEC is held by parent governors, who offer us the unique insight of parents whose children currently attend the school. No special qualifications are required, but it is essential to have a genuine interest and passion for the school and to play an active part in working selflessly with our small team of volunteers.

I often get asked what the time commitment is. Ideally you would need to be able to attend our 6 ASEC meetings per year, which are held at 1pm on a Wednesday during each half term. In addition, governors normally own a statutory responsibility, such as safeguarding or health and safety and a subject link role, such as maths or science, for which they will need to visit occasionally during school hours to carry out monitoring or meet members of staff. Training will be provided (most online) and there is a need for administration/preparation time for meetings and visits. We understand that not all governors can offer the same time commitment or attend everything, but overall consistency is the most important factor for the role to be effective, both for the individual and the school.

If you wish to express an interest in this parent governor role, please complete the attached form and return it to the school office by email to office@stjames.dsat.org.uk to arrive no later than Friday 20th December which is the closing date for nominations. Nominations must be for parents or carers who have children attending the school on that date. Please also view the attached list of qualifications and disqualifications for the role, to ensure eligibility. All governors have to undergo an enhanced DBS check as part of our robust safeguarding procedures. If you do not have access to email or printing, then please contact the school office, where our staff will be happy to assist.

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Following the closing date for nominations, I will contact each candidate to outline more details of the role and to support them in deciding whether to proceed. If there is more than one candidate, then an election will be held and full details of this process will be circulated.

If you wish to have an informal discussion about the role before deciding whether to apply, I really do welcome your interest, so please contact me directly by email at cbeard@stjames.dsat.org.uk and we can arrange a meeting or telephone call. I began as a parent governor myself in 2016, so understand the questions and concerns you might have.

Sincerely,

Clifton Beard
Chair, Academy Standards and Ethos Committee (ASEC)

St James' CE (VC) First School
Gaunts Common
Wimborne
BH214JN

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