



St Albert's Catholic Primary School

Steers Croft Stockbridge Village Liverpool L28 8AJ

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Headteacher Mrs L McEvoy

"Walking together with Jesus to Love, Learn and Serve"

Dear Parent/Carer,

I am writing to you to invite you to stand for election as a parent governor or to nominate another parent to do so. We currently have one vacancy and the term of office is 4 years.

The role of the governing board

Governing boards have three core strategic functions:

- ensuring clarity of vision, ethos and strategic direction
- holding the headteacher to account for the educational performance of the school and its pupils
- overseeing the financial performance of the school and making sure its money is well spent

Who can apply?

To be able to volunteer, you need to be a parent, carer (or someone who has parental responsibility) for a child at the school. You do not need any specific qualifications. The enclosed sheet summarises the circumstances under which someone cannot serve as a parent governor.

To fulfil the role, you will need to:

- attend regular meetings (around 6 each year)
- visit the school occasionally
- do some background reading
- take part in induction training and ongoing development (which will be provided for you)

Every governing board needs a balance and diversity of knowledge, skills and experience.

How to apply

If you would like to apply, please complete the enclosed nomination form and return it to the school office by 25th November 2022. If you are putting someone else forward for nomination, please make sure they are happy for you to do so.

If there are more nominations than vacancies, we will conduct a secret ballot. If that is necessary, voting papers and instructions will be sent to all parents and carers.

Yours faithfully,

Miss Jewell

