

11 November 2019

Dear parent/carer,

Parent Governor Vacancies

I am writing to inform you that Parent Governors are required to fill 3 places on the local governing body of Silverdale School.

We have always aimed for a partnership with parents/carers which undoubtedly brings great benefits to the students. One of the most significant ways you can help in promoting this aim is to volunteer to be a Parent Governor.

What's involved in the role?

The school local governing body's main tasks are:

- To ensure the school has a clear vision, ethos and strategic direction.
- To hold the Head of School to account for the educational performance of the school and its students.
- To oversee the financial performance of the school and ensuring its money is well spent.

The role is often described as being a 'critical friend' – offering support whilst not being afraid to question and challenge, holding the leadership to account.

Being a governor is a voluntary position, i.e. unpaid. However, you can choose to claim travel expenses.

Is a Parent Governor role different to other governors?

No, as a parent governor your role is the same as the other governors, but you bring a parental perspective to the strategic decisions that the board makes. Although you are not there to speak on behalf of parents and carers, you can help the board understand parents' views and remind them to factor the parent community into discussions. Understanding parents' opinions helps the board to make good decisions and helps guarantee there is a link between governance and the parent community.

What time commitment is needed?

The term of office is four years. You will be expected to attend the full meeting of the LGB and one or two of sub-committees every term. These meetings usually take place at the college and last for two to three hours on a weekday evening. You will need time to read the papers beforehand and to plan any questions or comments you wish to make during the meeting.

You will also need time to undertake training for the role. Much of this can be via online courses, but there are also opportunities to attend courses in person.

There are also additional daytime activities you may be invited to participate in. (These are not compulsory, as we appreciate that governors have other commitments). These could include helping on specific projects, sitting on interview panels or attending a school event.

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What skills and experience do you need?

Above all else, you need to be committed to the college and want to make a difference to young people's lives. If you have experience of governance or education, that is useful, but full training and support is given. This will include in house mentoring and support from the governing body members as well as access to external governor training.

If you have experience in any of the following areas that could be useful:

- The world of education, particularly around the curriculum and student progress.
- Safeguarding, inclusion and pastoral.
- Law.
- Human Resources.

The governing body also consists of representatives from the staff and people appointed from the local community. This ensures we have a wide range of skills and experiences.

What are the benefits of being a governor?

As a governor, you can make a meaningful difference to your local community and give something back. You can also gain the opportunity to further develop your existing professional skills with an organisation that really benefits from them, and you can gain valuable experience for your own development.

Who is eligible to be a Parent Governor?

Please note that elected governors will be asked to complete a self-declaration form to confirm that they are eligible to serve as a governor.

You must have a child at the school during this academic year. You are not eligible to be a Parent Governor if you work at the school for more than 500 hours per year. In addition, as there is a statutory limit to the number of local authority associated governors who are either currently directly employed by Sheffield City Council or current or recent city councillors, you will have to declare that on the form. (If you fail to make a declaration and it is subsequently found that you fall into one of these categories and the statutory limit has been exceeded then you will be disqualified).

What happens next?

If you want to put yourself forward for a Parent Governor position, please complete the attached form and return to reception at the school or by email to: amason@silverdale-chorustrust.org by the deadline of **12 noon on Monday 25 November 2019**. Please note that your application should be supported by two sponsors who must be parents/carers of students in school.

If only two people are nominated, then they will be automatically declared as Parent Governors. If there are more nominations than places, a ballot of parents/carers will be held to elect the Parent Governors. For this purpose nominees are invited to prepare a short statement which will be circulated with the ballot papers. The length of the statement should not be more than 200 words.

Want further information?

If you would like further information before deciding whether to stand please contact the Chair of Governors, Mr Jon Mordecai by email: chairofgovernors@silverdale-chorustrust.org

Yours sincerely,



Sarah Sims, Head of School