



The Local Governing Committee of St Mary's Catholic Primary School

part of Bosco Catholic Academy Trust

Chairperson: Cllr R Smytherman



Striving for Excellence in All That We Do

25th September 2018

Dear Parent/Carer

I am writing to inform you of a vacancy for the role of parent governor on our local governing committee.

The role of the Local Governing Committee

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

The role of a Parent Governor

As a parent governor, you'll work within the local governing committee to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the committee 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 local governing committee is particularly seeking candidates who have skills in finance.

Expectations of Governors

All governors are expected to

- attend meetings of the Local Governing Committee (one or two each term);
- maintain confidentiality;
- commit to training (usually one session each term);
- visit the school by arrangement with the Headteacher/Senior Leadership Team.

How to apply

If you're interested in applying for the role, please complete the candidate form attached to the letter and return to Mrs A Shelton (Clerk) in the school office by Friday 28th September. 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.

If you have any queries about this process or would like to find out more about the role, please contact Mrs Shelton or Mrs Irvine.

The Local Governing Committee also has a vacancy for a Foundation Governor; if you are a practising Catholic please indicate this on the nomination form as, should we receive more applications than there are vacancies, it may be possible for applicants to apply to be appointed by the Diocese of Arundel & Brighton.

Yours sincerely

Cllr R Smytherman
Chair

Learning to live like Jesus

Headteacher: Mrs G Irvine

Address: Cobden Road, Worthing. BN11 4BD

E-mail: office@stmarysworthing.org.uk

Telephone: 01903 234115

St Mary's Catholic Primary School

Nomination Form for Parent Governors

(Mr/Mrs/Miss/Ms) (full name) of
(full address)
.....

(Telephone number)

(Home) (Work)

Parent/Legal Guardian of (child's name)

I wish to stand for election as a Parent governor of the above school.

Brief election statement (up to 150 words):

I am a practising Catholic

(Please note this is NOT a requirement for a Parent Governor).

Signature of Candidate:

Date:

Please return completed nomination form to the Headteacher of the school to arrive not later than Tuesday 2nd October 2018

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