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Knavesmire Primary School Governor Vacancy

Dear Parents,

I am writing to inform you about the vacancies we have for two Parent Governors.

Who are the Governors?

Knavesmire Governing Body consists of fourteen governors, of which two are elected by the parents. The Governing Body also includes:

One Staff Governor

Ten Co-opted Governors (chosen by other governors)

The Headteacher

Details of the current governors are on the school website.

What do Governors Do?

School Governors are responsible for strategic leadership and accountability within schools. In practice this means that governing bodies are responsible for such things as setting school policies and ensuring they are adhered to; setting and monitoring the school budget; monitoring



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the progress that the school is making and setting targets for school improvement. Governors are not involved in the operational running of the school. The daily management of the school is the responsibility of the Headteacher, and currently, the Head of School. Attached is a South Bank MAT document, 'Prospective Governor Information' which outlines the role in more detail.

Parent Governors

We take the term 'parent' to include anyone who has custody of a child registered at the school. Parent Governors do not have extra duties; governors work as a team, with shared responsibilities. Parent Governors speak as parents: they can't speak for all parents. Parent Governors must be people who have children at the school when they are elected. Applicants should have a strong belief in continually improving the quality of education of children at school and have the time to commit to attend training and governing body meetings (usually two per term). Parent Governors serve a term of four years, but can continue in office even when their children have left the school.

At Knavesmire, we are keen that we represent the widest range of people, so we welcome interest from all parts of our parent community. We would also value skills such as managing budgets, legal work, managing people, human resources, running a business or any work connected with young people.

How are Parent Governors Appointed?

If you decide you wish to stand for election it is necessary to ask two other parents at the school to propose and second your nomination. If we receive more nominations than there are vacancies, there will be a secret ballot. This will be carried out online. Details of this will follow closer to the time.

If there are *not* more nominations than there are vacancies, then any person(s) nominated will be declared elected without a ballot. If there are still vacancies remaining, then it will be for the rest of the governors to fill them by inviting a parent of a child at the school to become a Parent Governor.



The rules for the election are written down in the Scheme of Delegation of the South Bank Multi Academy Trust dated April 2016: to be found on their website.

Knivesmire is committed to safer recruitment and any governor would have to complete an Enhanced Check from the Disclosure and Barring Service to show their fitness to work in an environment with young people.

Result of the Election

The names of those elected will be displayed at the school for at least seven days and will be included in the next edition of the school newsletter.

Anyone having any query about the election is invited to contact the school.

Proposed Timeline

Monday 8th March at 7pm - Informal Zoom meeting with parents interested in becoming governors. This will be an opportunity to find out more about governance, the role of Parent Governors and to ask any questions. Expressing an interest is not a commitment to stand in an election.

By the end of Friday 19th March – Submission of Nomination Paper plus a short paragraph outlining the candidate's experience and interests relevant to serving as a governor.

We are still finalising the online voting system, so the ballot itself will take place sometime soon after this.

I hope you will consider standing for election. Knivesmire's governing body is a friendly and welcoming team. Whatever your background or experiences, I am sure that you have something new and important to contribute to the life of the school.

If you would like to attend the Zoom meeting on the 8th March, or to obtain a Nomination Form, please contact Wendy Shreeve in the school office.

Yours sincerely,

Dave Borlase

Chair, Knivesmire Governors





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