



St Joseph's Roman Catholic High School

Chorley New Road | Horwich | Bolton | BL6 6HW

Telephone: 01204 697456

Website: www.stjosephsbolton.org.uk | **Email:** office@st-josephs.bolton.sch.uk

Headteacher: Mr T McCabe | **Deputy Headteachers:** Mrs J Morgan, Mrs N Yorke Robinson | **Chair of Governors:** Mrs P Jones
Registered Charity Number: 1075795 | **Facebook/Twitter:** StJosephsRCHS

13 September 2019

Parent Governor Vacancies

Mission Statement

Jesus Christ is our family role model.

Opening our hearts and minds to dream the impossible and achieve beyond our wildest imagination.

Everybody is valued, nurtured and respected.

Young and old will journey together to build God's Kingdom.

Striving for academic excellence and celebrating success in all we do.

Dear Parent/Carer

Parent Governor Election - Nominations

I am writing to let you know that two vacancies have now arisen for two parent governor to serve on the Governing Body.

Becoming a governor is very rewarding and worthwhile. Effective governors do not need educational expertise but do need to be committed to our school and to our mission statement above, be willing to ask questions and offer appropriate challenge and support.

They also need to be able to work as an enthusiastic member of the governing body team with the aim of raising and maintaining high educational standards for all children and to enabling our pupils to fulfil their God-given potential. Governors are asked to act with integrity, honesty and objectivity and act at all times in the best interests of the school.

The prime focus of the Governing Body is to develop the strategic direction of the school, to hold the Headteacher to account for the performance of the school and to ensure that financial resources are spent appropriately. More information about the work of our Governing Body can be found on the following page of our school website <http://www.stjosephsbolton.org.uk/our-school/governing-body/>. You will also find information on the Governor Services website at: www.governorexchange.boltonlea.org.uk

Governors also have a number of opportunities to access training or development to develop and enhance their knowledge and skills.

It is important to note that governors are elected or appointed to bring the experience of that individual as a member of the governing body. Once elected, parent governors are a representative parent but not a delegate. This means they are not expected to report back to parents on any matters relating to the school or governing body without prior consent from the governing body. Governors may discuss confidential matters at their meetings, and that confidentiality must be respected and maintained.



Our existing governors have a wide variety of skills. We would particularly welcome knowledge/experience of safeguarding/wellbeing, finance management and property management. Please be assured that no matter what your own skills and attributes may be, wanting to play a part in improving the lives of the children in our care is at the heart of our Governing Body.

I am therefore inviting you to consider standing in the election to become a parent governor, or to nominate another parent/carer to stand for election. Before completing the attached nomination form, please remember that:

- (a) a person nominated must be a parent/carer of a pupil registered at the school;
- (b) a person nominated must sign the form to show that he/she is willing to be a governor;
- (c) a parent/carer cannot stand for election if they work at the school for more than 500 hours in a twelve month period or if they are an elected member of the local authority;
- (d) a person nominated will be required to complete a declaration of eligibility form and sign to say that they are not disqualified from being a governor. A sheet is enclosed which sets out who may and may not serve as parent governor;
- (e) every eligible parent is entitled to vote in a ballot process;
- (f) the term of office for a parent governor shall be 4 Years;
- (g) all nominations must be returned to the school by **4.00 pm on 27 September 2019**.

Following receipt of all nominations by the stated closing date and time, if there are the same numbers of nominations as positions available, those parents will be duly elected. If however, there are more nominations than positions available, a secret ballot will be held. Therefore, all nominees are asked to provide a personal statement about themselves to assist with the voting process. The statement may include: Evidence of skills and experience. A commitment to undertake training and acceptance of the expectations of the Governing Body. If seeking re-election, details of your contribution to the work of the Governing Board. How you plan to contribute to the work of the Governing Body.

All newly elected and re-elected governors must complete a declaration of eligibility form to certify that they are not disqualified from being a governor. To ensure from the outset that candidates are eligible, the person nominated is asked to read and sign a pre-appointment declaration of eligibility form. Following election, the school will undertake a Disqualification and Barring Service (DBS) check.

If you are considering standing in the election and would like some further information (on the work involved in being a Governor, for example) please do not hesitate to contact me.

Yours sincerely

Mr T McCabe
Headteacher