

Friday 29th September 2023

Dear Parent/Guardian

Election of Parent Governors: Proposing Candidates

Our governing board currently has **ONE** parent governor vacancy. As the parent or guardian of a pupil currently on roll, you are eligible to stand as a candidate. (Eligible candidates include: father, mother, legal guardian, the person having custody of a child on the school's roll.)

Parent governors are valuable members of our local governing board. We have two ***elected*** parent governors on the team, who sit alongside the Executive Headteacher, a staff governor (elected by the staffing body), and people from the local community, including from the parent body, appointed on a skills basis. The governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. Our board is committed to supporting school improvement to achieve the best possible outcomes for the children attending Hampton Primary Partnership.

As a parent governor, you are not a spokesperson for the views of parents. Your role is the same as any other governor on the board, however you will be able to give a 'parental viewpoint' to a discussion. A parent governor is therefore a representative parent rather than a representative *of* parents.

As a maintained school, we are bound by statutory guidance, but this does allow us to define the specific skills and experience we are seeking from our new parent governors. That being said, the parent body elects their choice of candidates. We welcome nominations from all parents with the commitment to invest sufficient time into this important role in order to make a worthwhile contribution to our board. We would also be really interested to receive nominations from anyone with previous experience of finance or safeguarding - although this is advantageous, it is not essential.

You do not need to be an expert in education to be an effective governor, but you do need to want to help our school achieve the best possible outcomes for all children. All governors have access to full training and support for this important role through our service level agreement with Achieving for Children Governor Support.





In line with our school's safer recruitment practice and the Governors' Code of Conduct (available on the school's website for reference), an enhanced Disclosure and Barring Service (DBS) check will be required as soon as possible, after being successfully elected.

If you wish to nominate yourself for parent governor, please submit the following details in writing by no later than 12 noon on **Wednesday 18th October 2023** (either to the school office or by email to office.hisn@hpp.school / office.hjs@hpp.school):

- Your full name, email address and the full name and class of your child at the school;
- The names of two character references (will be requested if you are elected)
- A personal statement of **no more than 250 words**.

Your written nomination should be signed and dated, and it is recommended that your personal statement, includes the following information:

- Your commitment to invest time and to undertake training and development to acquire or develop the skills to be an effective governor;
- How you plan to contribute to the future work of the governing board;
- If you are seeking re-election, provide detail of your contribution to the work of the governing board during your previous term of office.

To avoid any inequality throughout the process, canvassing in any form (including on social media), outside of the nominee's statement, is not permitted.

Nominations received after 12 noon on Wednesday 18th October 2023 or nominations including a personal statement of more than 250 words will not be accepted. You can nominate another parent/guardian, but the parent/candidate being nominated must sign the nomination form and state that they are willing to stand. Candidates cannot withdraw from the election once ballot papers have been issued.

If there are more candidates than vacancies, a voting paper, listing the names of all eligible candidates proposed with their personal statements, will be issued to all parents/guardians. If the number of candidates is equal to, or less than, the number of vacancies, the candidates will be elected unopposed, in which case all parents will be advised of the governors elected. Details of how a person may be disqualified from being a governor will be issued to all candidates. Unless later disqualified, elected parent governors serve for a four-year term of office.





There is much information on the 'governance' page of the schools' websites regarding our governing board and how we function. In particular, you will find the calendar of meeting dates for this academic year, details of our committees, our governance plan and the Governors' Code of Conduct detailing the expectations of those fulfilling the role.

If you would like more information on being a governor, please don't hesitate to contact me or our clerk to governors, Lucy Amoroso, who will put you in touch with a member of the board. Alternatively, you can contact Governor Support with Achieving for Children on 07971 363246 or by email governor.support@achievingforchildren.org.uk.

Please consider taking on the role, or suggesting someone who will do it well. We need committed parent governors; people who really want to make a positive difference to the children attending our schools.

Yours sincerely

A handwritten signature in black ink, appearing to read "Helen", with a long, sweeping tail that extends downwards and to the right.

Helen Lockey
Executive Headteacher



Hampton Infant School & Nursery
info@hampton-inf.richmond.sch.uk



Hampton Junior School
info@hampton-jun.richmond.sch.uk