10.06.2026

Dear parent(s)/carer(s)

We are writing to invite you to stand for election as a parent governor or to nominate another parent to do so as we currently have a vacancy coming up on our local governing body. The term of office is initially for a 1 year probationary period and can then be extended for a further 3 years

The role of the local governing body

The school's governing body is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. The local governing body is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

To gain a clearer insight into the role and to assess if this role is something you feel that you can fulfil. documents can be found on the website under **Parents/Parent Governor Recruitment**, from the school office or email the clerk cgi-clerk@lgb.jtmat.co.uk.

The role of a parent governor

As a parent governor, you'll work with the governing body to ensure it effectively carries out the duties referred to above. You will also play a vital role in ensuring that the governing body is connected with, and is aware of the view 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 all of our children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing body delivers effective governance

The governing body is keen for candidates to have skills in the following:

- Accounting and an IT focus

Expectations of governors

If you are thinking of standing as a Governor, you are expected to:

- Prepare for all meetings by reading all documents uploaded to the governor portal prior to the meeting.
- Attend and commit to six local governing body meetings a year, held in school or online via Teams on Tuesdays from 5.45pm -7.45pm.
- Be willing to undertake training to develop your skills.
- Maintain confidentiality at all times.
- Take part in events held throughout the year, usually in school time.

Who can stand for election?

To be able to volunteer, you need to be a parent, carer (or someone who has parental responsibility) for a child at the Church Gresley Infant and Nursery School. You do not need any specific qualifications. There is a document which summarises the circumstances under which someone cannot serve as a parent governor and can be found on the website under **Parents/Parent Governor Recruitment**

How to apply

If you are interested in applying for the role, please complete the attached, **parent governor nomination form.** You can also obtain a copy on the website under **Parents/Parent Governor Recruitment**, from the school office or email the clerk cgi-clerk@lgb.jtmat.co.uk and return to the school office in a sealed envelope by *23.06.2026.* If we receive more than one application for the vacancy a secret ballot will be carried out. We will inform you closer to the time if we have to do this.

The application is subject to a successful informal interview with the head teacher and governors and also ratification by the JTMAT board

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

We look forward to receiving your nominations.

Elaine Cowie
Clerk to Governors
01283 217357

Parent nomination form

Election of: parent governor at Church Gresley Infant and Nursery School

Please complete this form in BLOCK CAPITALS

Nominee name: _____

Nominee contact details: _____

_____

Nominee personal statement (maximum 250 words):

_____

_____

_____

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_____

_____

_____

_____

_____

_____

I confirm that I am willing to stand for election as a parent governor and that I am not disqualified from holding office for any of the reasons set out in the qualifications and disqualifications sheet.

Nominee signature: _____

Date: _____

If you are proposing a candidate for nomination, please provide:

Proposer name and contact details: _____

_____

Completed nomination forms must be returned to *the school office by 23.06.2026*