



Birmingham Federation
Maintained Nursery Schools

Dear Parent/ Carer

Date: 15th May 2023

PARENT GOVERNOR ELECTION

I am writing to you to invite you to stand for election as a parent governor, or nominate another parent to do so. In our Federation we have provision for 2 parent governor(s) and there is currently 1 vacancy.

Nominations can only be accepted from parents or carers who have children registered at the school on the day that nominations close.

The FGB, with the Executive Head teachers, has overall responsibility for the running of the Federation schools. The role of a school governor is to contribute to the work of the Full Governing Board (FGB) in ensuring high standards of achievement for all children and young people in the schools by:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Executive Head teachers to account for the educational performance of the school, its pupils, and the performance management of staff; and
- Overseeing the financial performance of the schools and making sure money is well spent.

The role of governor can be demanding but very rewarding. Parent governors serve a 4 year term of office and under usual circumstances, can expect to spend between 10 and 20 days a year on governance duties. These include:

- attending meetings of the FGB and Local Committee, usually outside of school hours and contributing to FGB business;

- reading reports and papers and keeping up to date on the progress that the schools are making; and
- visiting the schools from time to time during the school day.

You will be expected to, undergo a Disclosure and Barring Service (DBS) check, sign a governors' Code of Conduct and have:

- a strong commitment to the role and improving outcomes for children
- the inquisitiveness to question and analyse;
- the willingness to learn;
- good inter-personal skills;
- appropriate levels of literacy in English (unless a FGB is prepared to make special arrangements); and
- sufficient numeracy skills to understand basic data.

Training is available for all governors and the GB has an expectation that those new to school governance attend the free induction training.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in any of the schools for 500 or more hours in any consecutive 12 month period or who are elected members of the Local Authority are not eligible to stand in these elections.

If you would like to stand for election please complete the enclosed nomination form and email it to governorelection@allenscn.bham.sch.uk no later than 22nd May 2023. You may also include a personal statement to support your nomination. There is no limit on the length of this statement, however, we encourage candidates to be succinct when setting out the skills, experience and attributes that they can bring to the FGB to support their nomination. Self-nominations will be accepted, but if you are nominating another parent please seek their prior consent.

If there are more nominations than vacancies the election will be by secret ballot on Friday 26th May 2023 – If a ballot is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

To find out more about our school's governing body (i.e. frequency of meetings etc) and the FGB's code of conduct please contact David Aldworth, Executive Head Teacher via enquiry@allenscn.bham.sch.uk

Yours faithfully,

David Aldworth
Returning Officer

Enc. Nomination form
Governor disqualification details