

Dear Parents/Carers,

The Local Governing Committee is responsible for both the conduct of the Academy and for promoting high standards. The Local Governing Committee carries out its role by setting the vision for the Academy and then ensuring that the Academy works efficiently and effectively towards achieving its vision. It does this by building a thorough knowledge of the Academy and its community, by both supporting and constructively challenging the Academy, and by ensuring accountability and compliance. The Local Governing Committee of our Academy is made up of parent governors, staff governors, co-opted and City Learning Trust appointed governors.

We have a vacancy for a Parent Governor Representative on our Local Governing Committee.

Before making the decision to stand, you may want to know a bit more about what is involved. Information is provided for you on the role description attached with this letter. **Essential requirements are:**

- Having an interest in the Academy and in the welfare of our students.
- Having the time and willingness to get involved.
- The ability to be able to build relationships with a range of people.
- To be able to work as part of a team.
- To be able to question, and to make connections between different types of information.
- All governors are expected to be able to read and evaluate straightforward budget reports and data on Academy standards.

Our Local Governing Committee expects governors to

- Attend three meetings of the Governing Committee per year
- Sit on a sub-committee and attend the sub-committee meetings as required
- Visit the Academy formally for monitoring purposes at least termly
- Visit the Academy informally during the year
- Commit to attend training courses, perform additional research as required and take part in monitoring a specific area within the Academy i.e. Literacy, Numeracy etc.

In return, our Local Governing Committee commits to

- Providing you with an induction programme.
- Providing access to high quality training
- Providing you with an experienced governor as mentor
- Providing informal feedback on your contribution to the Local Governing Committee on a bi-annual basis

Please submit to the Academy, an expression of interest for the vacancy of Parent Governor, marked for the attention of Miss A Fox, or via email at afox@haywoodacademy.coop. This should include a brief statement of skills, experience and attributes you feel you can offer to our Local Governing Committee.

The deadline for receipt of expressions of interest is: 7th January 2019

Please note: Should we receive more than one application, a ballot will be held and all parents will be invited to vote.

Yours sincerely



Miss Fox
Returning Officer

