



# Holley Park Academy

Ayton Road, Oxclose, Washington, NE38 0LR

22<sup>nd</sup> January 2021

Dear Parent/Carer,

## **Parent Governor Election**

Two vacancies exist for Parent Governor's with immediate effect. Governors serve a four-year term and the Governing Board of Holley Park Academy will comprise of the following:

- 7 Co-opted Governors
- 2 Parent Governors
- 2 Staff Governors (including the Executive Headteacher and an elected member of staff).

I am writing to you, on behalf of Acer Learning Trust, to seek nominations for this Parent Governor position. You would be expected to attend Local Governing Board meetings at least once a term:

Working alongside the Executive Headteacher, governors' responsibilities now include :-

- Attending meetings regularly and contributing to discussions. Governing Boards must meet at least three times per year.
- Helping to establish the aims, policies and objectives of the school, and how standards of education can be improved
- Helping to draw and cost up the School Development Plan
- Ensuring that the national curriculum is implemented and hearing any complaints about its delivery
- Acting as a positive link between the local community and the school
- Work collaboratively to produce an action plan after an OFSTED inspection and monitoring how the plan is put into practice
- Ensuring accountability for teaching and learning.

You do not have to be an expert on education to be a member of the Local Governing Board, and we value the contribution that all Governors bring to the role. Nevertheless a key consideration in the appointment and election of all new governors should be the skills and experience the Local Governing Board needs to be effective. It is therefore important that all prospective governors for election or appointment understand the role of a governor and that they will be expected to adhere to a governance Code of Conduct.

Any specific skills or experience that would be desirable in a new governor, such as the willingness to learn or skills that would help the Local Governing Board improve its effectiveness and address any specific challenges it may be facing.

C.F.O. • Operations Manager • Director • Glenda Wood

Telephone 0191 4170303

Email: [info@holleyparkacademy.co.uk](mailto:info@holleyparkacademy.co.uk) • web: [www.holleyparkacademy.co.uk](http://www.holleyparkacademy.co.uk)

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If you would like to be nominated as a Parent Governor please contact the school by emailing [info@holleyparkacademy.co.uk](mailto:info@holleyparkacademy.co.uk) and a nomination form will be emailed to you. In the event that there are more nominations than vacancies, it will be necessary to hold a ballot. Please note that the deadline for completed nomination forms to be returned to the school is the end of the school day on Friday 29<sup>th</sup> January 2021.

Please note that the appointment of a Parent Governor will be subject to a satisfactory Disclosure and Barring Service check (DBS).

Yours sincerely,

Ms. G Wood

Operations Manager

C.F.O. • Operations Manager • Director • Glenda Wood

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