



# Comet Nursery School and Children's Centre

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Headteacher: Lisa Clarke

25<sup>th</sup> April 2022

Dear Parents,

## ELECTION OF PARENT GOVERNORS

I am writing to inform you of two vacancies for the role of parent governor on our governing board.

### The role of the governing board

The school's 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. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

### The role of a parent governor

As a parent governor, you'll work with the board to make sure it effectively carries out the duties referred to above. You'll also play a vital role in bringing a parental perspective to the governing board, but you're not there to speak 'on behalf' of the parent body.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to make sure the governing board delivers effective governance

### Expectations of governors

- Attendance at meetings
- Maintaining confidentiality
- Committing to training
- Visiting the school
- The term of office for parent governors is four years but you may resign at any time, and you will be able to complete your term of office if your child leaves the school.

### How to apply

If you're interested in applying for the role, please complete the candidate form attached to this letter and return to the school office or email to [admin@comet.hackney.sch.uk](mailto:admin@comet.hackney.sch.uk) by **Monday 9<sup>th</sup> May 2022**. If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this. If you have any queries about this process or would like to find out more about the role, please contact Denise Davis-Boreham.

Yours sincerely

*Lisa*

Lisa Clarke

**Headteacher**

