



9th March 2018

Dear Parent/Carer,

Parent Governor Vacancy

We have a vacancy for a parent governor which we need to fill as soon as possible. Robert May's School has always aimed for a partnership with parents which undoubtedly brings great benefits to the children. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor.

The governing body's main tasks are:

- to ensure that the school has a clear vision, ethos and strategic direction;
- to hold the Headteacher to account for the educational performance of the school and its students;
- to oversee the financial performance of the school and making sure its money is well spent.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents/carers and the local community. We feel sure that there are parents/carers prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

In looking to fill this vacancy the governors of the school have identified the following skills, experience and attributes that would particularly (but not exclusively) help strengthen the governing body:

- Business, financial and/or legal skills
- Knowledge and experience in secondary education
- Fundraising

Governors spend approximately 6 – 8 hours per month on the role. Allowing for participation in a sub-committee of the governing body, this will include 2 – 4 meetings per term and some preparatory reading. Governing body meetings are held in term time only; the full governing body meets up to twice a term in the evening and committee meetings may be either daytime or evening depending on governors' availability.

Training and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training. Please note that for the safeguarding of students all governor appointments are subject to an identity check. If there are more applications than vacancies, we will hold an election and you will be sent a voting paper in due course.

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VAT Reg Number: 141579017

To apply please contact Katie Truesdale, Company Secretary on either clerk@rmays.com or 01256 702700. The Application form and details of the process are available on the school's website. The closing date for applications is Friday 23rd March 2018 at 17.00.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Caroline Oppenheimer', written in a cursive style.

Caroline Oppenheimer
Chair of Governors