



St Joseph's Catholic Primary School
Edenfield Crescent
Huyton
Merseyside
L36 6DS
Tel No: 0151 477-8990
Fax No: 0151 477-8987
Headteacher: Ms P McIlroy



Dear Parent,

ELECTION OF PARENT GOVERNOR

I write to invite nominations from parents to fill *one* vacancy for Parent Governor on the Governing Body.

The successful candidate will become a full member of the Governing Body and serve for four years.

To be eligible for election, your child must be a registered pupil of this school when the election takes place. Details of the election procedure and nomination form are enclosed.

Governing Body meetings of this school are usually held once per term at school on Tuesday at 4pm but this could be changed if necessary to suit the convenience of the majority of Governors. Meetings usually last for approximately two hours.

Effective governing bodies require expertise and experience in analysing performance data, in budgeting and driving financial efficiency, and in performance management and employment issues.

All governors need a strong commitment to the role and to improving outcomes for children, the inquisitiveness to question and analyse, and the willingness to learn. They need good inter-personal skills, appropriate levels of literacy in English and sufficient numeracy skills to understand data. Nominations would be particularly welcome from parents who are able to demonstrate these qualities.

It is important that appropriate checks are made on anybody who will be working in a school to prevent unsuitable people from gaining access to children. Accordingly, new governors must agree to provide proof of identity and undergo a DBS check in line with current advice issued by the Department for Education.

If you wish to have further information regarding being a governor I should be pleased to answer your queries. Alternatively, you may wish to contact the School Governor Services telephone 0151 443 2175 or email governorsupport@knowsley.gov.uk.

Yours sincerely,

Ms P McIlroy
Headteacher