



# Lightyear Federation

*Caring, Dreaming, Thinking Bigger*



Executive Headteacher  
Chair of Federation

Matt Rawling  
Wayne Wills

21<sup>st</sup> June 2024

Dear parent(s)/carer(s),

## Parent Governor election

I am writing to inform you of a vacancy for the role of a parent governor on our federation governing board. This is an exciting opportunity to contribute to the federation vision striving to move our children forward in bigger and better ways.

### **The role of the governing board**

The federation 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 across both schools.

### **The role of a parent governor**

As a parent governor, you'll work with the board to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the board is connected with, and is aware of the views of, parents and the local community.

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 commitment to ensure the governing board delivers effective governance

### **Expectations of governors**

- Attendance at around 8 meetings a year. Meetings are at 6 pm, normally a Wednesday evening and held between our two schools at Aldington Eco centre to accommodate our federation board across both schools.
- Maintaining confidentiality
- Committing to training as appropriate
- Visiting the schools to support understanding and our commitment to the school plan
- A commitment to improving the lives of our young learners



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## How to apply

If you are interested in applying for the role, please complete the candidate form attached to the letter and return to Chair of Federation [chair@lightyear.kent.sch.uk](mailto:chair@lightyear.kent.sch.uk) or your school office by **5<sup>th</sup> July 2024**. 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 me at [chair@lightyear.kent.sch.uk](mailto:chair@lightyear.kent.sch.uk)

Yours sincerely,

Wayne Wills  
Chair of Federation

<b>Position sought</b>	Parent Governor
<b>Candidate name:</b>	
<b>Candidate address:</b>	
<b>Contact email:</b>	
<b>Candidate statement:</b>	<p>In this section, outline:</p> <ul style="list-style-type: none"> <li>• The skills and experience you have</li> <li>• Your commitment to undertaking training to acquire or develop the skills needed to be an effective governor</li> </ul>

Parent Governor

I confirm that I am a parent or carer of a registered pupil at Repton Manor Primary or Greatstone Primary school and I am not:

- An elected member of the local authority
- Paid to work in the school for more than 500 hours in any consecutive 12 month period

Signed: \_\_\_\_\_ Date: \_\_\_\_\_