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Headteacher: Marc Knight

Tuesday 28th November 2023

Dear Families,

I am writing to inform you of two vacancies for the role of parent members on our Local Governing Body (LGB).

The role of the Local Governing Body (LGB)

- Ensuring there is clarity of vision, ethos and strategic direction
- Holding executive leaders to account for the educational performance of the organisation and its pupils and the performance management of staff
- Overseeing the financial performance of the organisation and making sure its money is well spent
- Ensuring the voices of stakeholders are heard

The role of a parent member of the LGB

As a parent member, you'll work with the LGB 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 LGB, but you're not there to speak 'on behalf' of the parent body.

To be a parent member of the LGB 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 LGB delivers effective governance
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The LGB is keen for candidates to have:

Some knowledge of the education sector, skills in strategy work, finance or project management but not essential. The most important thing is to be able to make the time commitment.

Expectations of LGB members

- Attendance at meetings
6 Full LGB Meetings per year
any sub-committees you are invited to join
- Maintaining confidentiality
- Committing to training
ODST statutory training; LGB Member Induction and annual safeguarding
- Visiting the school
- Their term of office
Standard term for a parent LGB Member is 4 years
- Meeting all eligibility criteria (Section H)
- Clearing DBS and Section 128 checks
- Reading and understanding [Keeping children safe in education - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/keeping-children-safe-in-education)

We are committed to delivering education of the highest quality that supports and challenges all pupils to learn and progress in a secure and happy environment.

**How to apply**

If you're interested in applying for the role, please complete the nomination form attached to this letter and return to Clerk to Governors (Marie.Murphy@oxfordshire.gov.uk) by 8 December 2023. 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 Clerk to Governors in the first instance.

Yours sincerely,

Marie Murphy

Clerk to Governors