

Our ref OFA/ABS/TC

30 November 2016

Dear Parent

## Election of parent governors

We have vacancies for two parent governors to serve on the governing body of our academy, because Susan Allen and Sandra Gayle have completed their term. I would like to publicly thank them for their service and commitment to the academy.

We are keen to encourage parents and people with parental responsibility of registered students to nominate themselves to fill these places.

Parent governors are elected by other parents and are vital to our governing body. They share equally with other governors the responsibility for carrying out a wide range of responsibilities. Governors do not run the academy day to day, their role is of a more strategic level at the academy. You do not have to be an expert on education to be a governor, and we do value the experience that all governors bring to the role. If you are interested in applying for a governor position you will need to complete an application and nomination form.

If you join our governing body, you will serve a four year term with a review after the first year. You can continue to the end of your four year term even if your child/children leave the academy. Being a governor does take up time. There are four full governing body meetings each year, and governors usually serve on a committee, which meet once a term. You will need to set aside time to be able to be an effective governor; time to prepare for meetings, for visiting the academy, undertaking training and attending academy functions.

To find out more about what being a governor at this academy is like, you can contact Stephen Rayner, Chair of Governors or Elise Scotford, who is the clerk to the governors, and they will be very willing to answer any questions. You can contact them via the academy.

If you would like to take the opportunity to put yourself forward as a candidate, you may only do so by completing an official application and nomination form, so please collect one from reception or email [tina.carter@oatforge.co.uk](mailto:tina.carter@oatforge.co.uk). The completed form must be returned to the academy by Friday 11 December. Further details about the process are in the attached information sheet.

Kind regards



Andrew Burns  
Principal

Encs: Information sheet

