Wednesday 8th February 2024

Dear Parents/Carers,

I am writing to inform you of two vacancies for the role of parent governor on our Local Governing Body.

The role of the Local Governing Body (LGB)
The LGB is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance with a particular focus on monitoring:

- The standards of educational performance of all pupils
- The well-being and safety of all children and adults within the school
- The school's position and role within the local community

The role of a parent governor
As a parent governor, you'll work with the LGB to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the LGB is connected with, and is aware of the views of, parents and the local community. There is a difference between having parent governors on a board and seeking parental views via engagement. The former requires complete impartiality to support the school and every pupil in it, not to discuss or consider anything in relation to their individual child. Parent engagement should not be confused with parental representation on a board. Boards should ensure that their organisation is regularly communicating with parents and carers and that parental engagement is used by the board to inform their strategic decision-making.

The board must operate and make decisions in the best interest of all pupils, not in their own interests or as a collection of individuals lobbying for the interests of the constituency from which they were elected or appointed. Parent governors therefore, must represent the needs and views of all stakeholders at Exeter.

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 specific skills required to ensure the LGB delivers effective governance

- Time to commit to attending all LGB meetings (currently held in the evenings from 5:30 – 7:30 om), online training/networking sessions and conducting monitoring visits during school hours.

Expectations of governors

- LGBs meet half-termly (6 times per year) and it is important that you attend these meetings so that you are up to date and able to contribute fully to discussions. The minimum expectation is 5 of 6 meetings. If you cannot attend, questions, comments and challenge should be submitted via Teams.
- In addition, you will be assigned a specific 'link role' dependent on your skills and you will be expected to visit the school during the day. These governor 'visits' are an important part of getting to know the school and provide first hand insight into many of the items discussed at LGB meetings. An online report must be submitted as evidence for all visits.
- To carry out your role, you are expected to complete Prevent, FGM and NSPCC online training, attend a safeguarding induction at the school before officially starting your role, and attend an online new governor safeguarding session. A refresher safeguarding training session must be attended annually during your 4-year term.
- You are expected to abide by IFtL's 'Code of Conduct' which sets out the standards of behaviour expected of all governors at all times.
- You are expected to be impartial in your role and represent the needs of all pupils and stakeholders at Exeter.
- Any election/appointment is subject to an enhanced DBS check to confirm suitability for appointment as a governor and employment references, both of which the school will complete.

How to apply

If you're interested in applying for the role, please complete the candidate form attached to this letter below and return to the school office or to info@exeteralc.com for the attention of the Chair of Governors by Friday 16th February 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 the clerk lOduko@iftl.co.uk.

If successfully elected/appointed, you will be asked to complete a full application form here: **https://www.iftl.co.uk/about/governance-in-iftl/governor-application-pack/**

Yours sincerely,

Chair of LGB
Sarah Hand

Candidate Form	
Candidate name:	
Candidate address:	
Candidate statement: Outline why you are interested in becoming a governor. Include: • Particular skills and experiences you feel are relevant to the role • Other relevant interests or hobbies • If applicable, details of what you have contributed to governance during your previous term of office	

I confirm that I am a parent or carer of a registered pupil at Exeter A Learning Community.

Signed: _____ **Date:** _____