

Hambridge Community Primary School

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'Being The Best We Can Be'

Happiness
Care
Perseverance
Success

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23rd October 2025

Dear Parents and Carers,

The Board of Governors currently has a vacancy for a Parent Governor at Hambridge Community Primary School. We would like to invite current parents or carers to apply for consideration.

Parent Governor

A Parent Governor is a parent or carer of a pupil currently attending the school, elected by the parents/carers, to give a parental perspective in discussions and decisions. In addition, it would be expected that Parent Governors bring a range of skills that would help them contribute effectively to the work of the Board of Governors.

The role of a Governor

- A thinking and questioning role not a doing role - the Headteacher and staff are employed to do that.
- Required to get to know the school by knowing its strengths and weaknesses.
- Expected to commit to the time required to undertake the role which would equate to approximately 5 days per school year.
- To always act in the best interests of all of the pupils in the school to better their outcomes.

Expectations

- Be committed to upholding the values and ethos of their school.
- Attend and contribute to meetings of the Board of Governors.
- Visit the school during the year in line with the visits schedule linked to driving forward improvements.
- Analyse information, make observations and be proactive in seeking ways in which the school could further enhance outcomes for all pupils.
- Engage in constructive discussions that will involve questioning and
- Review and agree policies and guidance, ensuring that the school is working effectively within legal frameworks.

So why do people do it?

This is a question often asked; here are a few of the reasons:

- No single governor is expected to know everything about education, the law, finance and strategic planning – they are part of a corporate body who have the combined experience, knowledge, skills and commitment to work together to meet these demands effectively



- It is a great opportunity to give something back to the school and to take an active role in shaping the future and bettering the outcomes for all the pupils within the school and within the wider school community.
- Governors are privileged to be able to see at first hand the impact of the hard work that they put into the strategic planning of the school.

The procedure for recruiting a Parent Governor is as follows:

- A letter is sent inviting nominations from parents and carers of a pupil attending the school.
- Candidates complete the nomination form and submit a brief summary of their knowledge and experience in areas that can contribute to effective governance, outlining their suitability for the role (100 words max). In the event of a ballot, see below, the summary will be distributed to all parents/carers in the school with the intention of helping them to make an informed choice when voting.
- Current governors at the school may meet with you to discuss the role in further detail.
- Where there is more than one candidate, all parents/carers will be invited to cast a vote in a secret ballot to decide the person, in their opinion, is the most suitable candidate for the role.

If you are interested in becoming a Parent Governor for this school, please send an email to smasters@HEPS.ppat365.org no later than **12 noon on Thursday 13th November 2025**.

Yours sincerely

Sarah Masters
Clerk to Governors

