



DRAYTON MANOR HIGH SCHOOL

February 2022

Dear Parent/Guardian

ELECTION OF PARENT GOVERNORS

The school currently has a vacancy for one parent governor. We are therefore inviting parents to consider nominating themselves or another parent to stand for election for the parent governor vacancy on the school's Governing Body.

Being a parent governor means giving time, energy and commitment. The role of a school governor is a voluntary position that is much valued within the education system. It is a position of importance and trust. Further information on the Expectations of Governors can be found [here](#).

The school welcomes nominations from people from a wide range of backgrounds and with experience in other fields. However, ideally candidate's will be able to bring at least one of the following skills to the Governing Board:

- Project Management
- Finance and Budget Management
- Work experience in an educational setting
- A passion for education

As part of our induction process, each new Governor will be paired with an existing governor who will give them advice and support.

The Governing Body is not involved in the day to day management of the school but has a responsibility for taking a strategic overview. The Governing Body has specific responsibilities which include ensuring that procedures are in place for the employment of staff and admissions, the quality of the education provided by the school and for the maintenance of the school buildings and land.

The Governing Body works closely with me in a positive and effective partnership. I am the professional leader and chief executive of the school and am responsible for the organisation, direction and management of the school, the leadership of staff and for all the activities, academic or otherwise, of the school. I am also a governor.

The Governing Body normally has five scheduled meetings a year; meetings usually start at 6pm. In order to function effectively and efficiently a substantial part of its work is delegated to two committees. These are

- Curriculum, Student Welfare and Premises
- Business, Finance, Audit and Personnel

In addition, each committee normally meets once a term and governors are normally on one of the committees. In addition there are some other committees which Governors will be requested to attend when the need arises and further details of these are provided on the school's website www.draytonmanorhighschool.co.uk, in the Governors section.

The term of office for governors is four years. If you are elected, you may serve the full four years even if your son or daughter leaves the school before your term of office finishes. Governors may resign at any time during their term of office.

As you are aware the school converted to Academy status in August 2011. All governors are directors of the charitable company, the Academy Trust, which is the legal entity which holds the assets of the school and is responsible for its operation. Therefore, governors have obligations under company and charity law. However, I understand that they are no more exposed to personal liability than were they to have been governors when we were a foundation school.

The Governing Body is made up of 15 governors, two of whom are Parent Governors elected by their fellow parents. Other governors are appointed for their expertise and/or relevant experience.

Further general information on the role and work of School Governors is available by accessing the National Governors Association website at: www.nga.org.uk

NOMINATION PROCESS

Please contact Miss Crouch-Damianovsky (NCD@draytonmanorhighschool.co.uk) if you would like a nomination form and Declaration of Eligibility. Alternatively, you may download copies from the school's website by clicking [here](#). You can nominate yourself, in which case, as well as signing the form, you will need to have it signed by a Proposer and a Secunder. You will also need to sign the Declaration of Eligibility.

Alternatively, you can propose another parent. Please check with them first that they are willing to stand. You will need to ask them to sign the nomination form and the Declaration of Eligibility. You will also need to obtain a Secunder for this nomination.

The completed nomination form and signed Declaration of Eligibility should be returned **by 3.30 pm on Friday 4 March 2022 to NCD@draytonmanorhighschool.co.uk**. Alternatively, your son or daughter can bring these forms to school and deliver them to student reception, or they may be posted to the school. Please mark the envelope 'Parent Governor Election.' **If more than two nominations are received an election will be held in November. Ballot papers and statements from each candidate will be sent to all parents.**

Parent Governors are very important in the life of the school, and I hope you will consider being a candidate.

Yours sincerely

Ms L Mills
Head