



Millbrook Primary School

Gews Corner, Cheshunt, Herts. EN8 9BX

Head Teacher: Ms Jespy Pereira-Barker

Telephone: 01992 622975

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www.millbrook.herts.sch.uk

31st October 2023

Dear Parents and Carers,

I am writing to inform you of a vacancy for the role of parent governor on our governing board.

The role of the governing board

The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance.

The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

The role of a parent governor

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

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

Expectations of governors

Make sure that candidates fully understand what is expected of them in their role by outlining your expectations, including:

- Attendance at meetings
- Maintaining confidentiality
- Committing to training
- Visiting the school
- Their term of office





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How to apply

If you're interested in applying for the role, please complete the candidate form attached to this letter and return to the school office by 17th November 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 Mrs Pereira-Barker on 01992 622 975

Yours sincerely,

Mrs Pereira-Barker
Head Teacher

