



**St Patrick's RCVA Primary School**  
Stanley Street, Consett, Co. Durham, DH8 6LN  
Tel: 01207 503982  
Fax: 01207 588918

Email: [consettstpatrick@durhamlearning.net](mailto:consettstpatrick@durhamlearning.net)  
Website: [www.stpatricksrc-consett.durham.sch.uk](http://www.stpatricksrc-consett.durham.sch.uk)

*Head Teacher: Mrs Jennifer M Gill*

---

25<sup>th</sup> November 2020

Dear Parents/Carers

### **We Are Looking For A New Parent Governor**

We currently have a vacancy for a parent governor on the Governing Body, which is open to all parents and guardians of children in this school. Being a governor will afford you the opportunity to help shape and guide the progress of St Patrick's RC Primary School.

In our last Ofsted Inspection (December 2014), we were judged to be a good school and since then have strived to provide an outstanding educational experience for our pupils. This cannot be achieved without the on-going active engagement of parents and guardians, so that we can build further on what has been achieved already.

Below you will find some further information about being a governor but if you have questions please feel free to contact us. We would really welcome your involvement and would be very open to discussing how you might be able to add your weight to our efforts. Please feel free to email us on [stpatrickskonsett@durhamlearning.net](mailto:stpatrickskonsett@durhamlearning.net) or contact us through the school office.

If you wish to stand as a candidate for this interesting and challenging position, please collect a nomination form from the school office. The form should be returned in a sealed envelope and sent to the school office (marked "Parent Governor Nomination Form") to arrive **no later than 3.30 pm on Friday 4<sup>th</sup> December 2020**.

### **Eligibility to stand**

All parents and guardians of children at the school are eligible to stand as candidates in the election **EXCEPT**

- if s/he is an elected member of the local education authority; (local councillor)
- if s/he is paid to work at the school for more than 500 hours in any twelve month period beginning on 1 August and finishing on 31 July. (during one academic year)

If there is more than one candidate, an election will be held.

### **Eligibility to vote**

Each parent will have one vote for every parent governor vacancy. Some people, who are not parents, but who act as parents/guardians and take care of a child at the school, may also be able to take part.

If more than two candidates are nominated, we will notify all parents/carers about the election date and time, send out details of the candidates and will tell you, how you can vote by post if you cannot attend the election.

Yours sincerely,

*David Jolightly*

Chair of Governors

## SOME QUESTIONS AND ANSWERS FOR PROSPECTIVE PARENT GOVERNORS

### **What is the composition of the Governing Body?**

There are 7 foundation governors appointed by the Diocese of Hexham and Newcastle (2 vacancies), 2 parent governors (one vacancy), 2 staff governors including the Headteacher and 1 Local Authority Governor: 12 governors in total. A list of governors is posted on the school website.

The Clerk to the Governors (Laura Teasdale) normally attends governors' meetings, and other staff are sometimes invited to advise some of the Committee meetings.

### **How much time will it take up?**

Meetings of the Governing Body are held once a term from 4.45 – 6.45pm. Committees usually meet once a term, from about 4.30/4.45 pm for an hour or so. There are occasional evening (7.00 – 9.00 pm) training sessions on specific topics. You will need to spend some time reading the agenda, the minutes and other papers to prepare for a meeting. Governor appointments are for a period of four years.

### **Can I get help with child-minding costs?**

Yes, if you need to employ a child-minder for evening meetings, then you can claim some of the costs back from the school.

### **Can I get help to understand what happens at meetings?**

Yes: The Chair will meet new governors before their first meeting to talk through the agenda. If you feel it would be helpful, we could provide you with another governor as a "mentor" to help you through the first few meetings. The excellent induction training provided by Durham County Council will help you to understand how governing bodies operate and you should try to attend the training which is offered.

### **Do I get paid for being a governor?**

No. All school governors are unpaid volunteers.

### **What do governors actually do?**

Governors are responsible for the strategic direction of the school: they make long term decisions about the progress and development of the school. Governors help to appoint the senior staff, they make decisions about the school's budget, they decide on policies for every aspect of the school and they set targets for pupil achievement and attendance. Governors ensure that the school provides the highest standard of education for every child.

### **Can I talk to parents or other people about what goes on in meetings?**

You can talk about matters in a very general way, but you must not identify any individual member of staff or any child. As the governing body acts as a "corporate body" you cannot talk about any differences of opinion during the meeting, you can only report the final decision of the governing body. Part of the agenda is strictly confidential (it covers discipline, exclusions and similar items) and you must not talk about anything discussed in that section. Governors are asked to agree to a Code of Conduct that will be explained at your first meeting.

### **What are the benefits of becoming a governor?**

You will learn how the school manages its budget, personnel and buildings, and how school policies are developed.

### **Are there any restrictions on becoming a governor?**

Governors must be over 18 years of age; not be bankrupt, nor have served a long prison sentence nor have been disqualified from working with children. All governors are required to sign a declaration to this effect and a Disclosure and Barring Service (DBS) check will be carried out.