



# Joy Lane Primary School

*A Love of Learning, for Life, for All*

Oyster Bay Nursery & Oysters SRP (ASD)

Executive Headteacher: Ms DJ Hines

Head of School: Mr M Ashley-Jones

Friday 6<sup>th</sup> January, 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 will work with the board to make sure it effectively carries out the duties referred to above. You will also play a vital role in bringing a **parental perspective** to the governing board, but you are 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
- The specific skills required to make sure the governing board delivers effective governance

The governing board is keen for candidates to have skills/knowledge and understanding in any of the following areas but not limited to:

- Health and Safety regulations
- Finance/Budgets
- The School Curriculum
- Charities/Fund Raising

## **Expectations of governors**

Attached to this letter is our Governor Code of Conduct which outlines the purpose of our governance and our expectations of the governor role. Please note the importance of attendance at meetings, maintaining confidentiality, commitment to training and visiting our school.

## **How to apply**

If you are interested in applying for the role, please complete the candidate application form attached to this letter and return to Ms. Hines by 9am on Friday 20<sup>th</sup> January, 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 must do this.

If you have any queries about this process or would like to find out more about the role, please contact Ms. Hines or Mrs. Graves through our school office.

Yours sincerely,

Ms. D J Hines  
Executive Headteacher

Mrs. C Graves  
Chair of Governors



Joy Lane Primary School  
Joy Lane  
Whitstable  
Kent CT5 4LT

PHONE: 01227 261430  
FAX: 01227 261572  
E-MAIL: [office@joylane.kent.sch.uk](mailto:office@joylane.kent.sch.uk)  
WEBSITE: <http://www.joylane.kent.sch.uk>