

Monday 4th March 2024

Dear Parent/Carer,

Parent Governor Vacancy

I am writing to inform you of one 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 is 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 ensure it effectively carries out the duties referred to above. You will also play a vital role in ensuring that the board is connected with, and is aware of the views of, parents/carers and the local community.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children;
- Good interpersonal skills, curiosity, and a willingness to learn and develop new skills;
- The specific skills required to ensure the governing board delivers effective governance (training courses are available).

Expectations of governors

As a governor it is expected that as a minimum you will:

- Attend all three full governing body meetings - one per term;
- Join at least one sub committee, resources or standards and curriculum, and attend each meeting - one per term;
- Maintain confidentiality;
- Commit to training;
- Regularly visit the school.

How to apply



HEALTHY SCHOOLS
LONDON



If you are interested in applying for the role, please complete the candidate form found in the below Google form link, no later than Sunday 17th March 2024.

[Apply Here](#)

Within the form you will be asked for your name, email address and the name of your son/daughter currently attending City of London Academy Highgate Hill. You will also be asked to provide a brief description/biopic about yourself of about 300-350 words.

Please note that if we receive more applications than there are vacancies, a 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 enquiries@highgatehill.cola.org.uk

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P Gennuh', followed by a small dot.

Mr P Gennuh
Principal