

4th February 2019

Dear Parent/Carer

APPOINTMENT OF A PARENT GOVERNOR

As from 1st April 2019 there will be a vacancy for a Parent Governor on the College Governing Body. All parents of students under 19 years of age are eligible for nomination and the term of office is for four years. The appointment is a voluntary and unpaid position.

Carmel Sixth Form College is an autonomous incorporated body that is independent of the local authority. The College receives its funding directly from central Government and the Governing Body sets its own educational strategy. Its work is challenging, stimulating and rewarding.

The core functions of the Governing Body are to:

1. Ensure clarity of vision, ethos and strategic direction;
2. Hold the Principal to account for the educational performance of the College and its students, together with the performance management of staff;
3. Oversee the financial performance of the College and ensure its money is well spent.

The composition of the Governing Body consists of seventeen governors. Members have contrasting backgrounds and skills, who are drawn from different sectors of the community, along with members of staff and students. All governors receive training to assist them with their responsibilities, which includes a mandatory induction session. It is important to note that governors are appointed to bring the experience of that individual as a member of the Governing Body. Once appointed, the parent governor is a representative parent but not a delegate. This means that he/she is not expected to report back to parents on any matters relating to the College without prior consent of the Governing Body.

The commitment is to attend and participate in:

- four full Governing Body meetings per academic year
- a similar number of Committee meetings
- Governor training events
- College functions, when possible

A self-nomination form is attached. Please include a short statement telling us about yourself and why you would like to be elected as the Parent Governor. The form and personal statement can either be emailed to me, posted or left at the College reception for my attention. The closing date for nominations is Monday 25th

February 2019 at 12noon. If more than one nomination is received, then an election will take place and further details will follow.

Further details of the work of the Governing Body, including details of eligibility are available on the College website. Should you be interested in this imminent vacancy and require any additional information, please do not hesitate to contact me on the above telephone number or alternatively by email: catherines@carmel.ac.uk

Yours sincerely

CB Shaw

Mrs Catherine Shaw LLB (Hons)
Clerk to Governors