



21<sup>st</sup> April 2021

Dear Parents/Carers,

**PARENT GOVERNOR ELECTION**  
**CLOSING DATE : TUESDAY 4<sup>th</sup> MAY 2021 – 12 NOON**

A vacancy has arisen for a **Parent Governor** on our Governing Body. The Governing Body is asking you to nominate someone with parental responsibility for a child at the school. If the school receives more than one nomination, then a ballot will be held. If you would like to nominate yourself or someone else, please fully complete and return the form overleaf with a supporting statement and return it to **Mrs Mortimer, Headteacher's PA** at the school by **12 noon on Tuesday 4<sup>th</sup> May 2021**. Please note, that if you are nominating someone else, you must have the agreement of the nominee before proposal **and**, if nominating yourself, someone **MUST** second your nomination. If you have any queries regarding the completion of the form or what the role entails, please contact Mrs Mortimer for further information.

### **Why become a Governor?**

Cardinal Pole Catholic School needs an enthusiastic and committed person to make important decisions on the school's governance, including setting targets, monitoring achievement and ensuring standards are improving. People can be drawn from the wider community who have an interest in education and a useful contribution to make; this might include business people or representatives of local community groups or religious bodies.

### **What do Governing Bodies do?**

Together with the Headteacher, they:

- Decide the aims and objectives for the school;
- Review students' achievement and set targets for improvement;
- Approve the school budget;
- Decide how staff will be selected;
- Ensure the national curriculum and religious education are taught;
- Approve school policies;
- Make sure children with special needs have access to the curriculum;
- Act as a link between the school and the community it serves;
- Keep parents/carers informed;
- Consider complaints from parents/carers;
- Ensure the school is well maintained;
- Ensure health & safety requirements are met.

Governors need to be proactive with influencing and making difficult decisions, asking complex questions and ensuring accountability.

### **Interested?**

If you are interested in becoming a Parent Governor, we would be delighted to hear from you. Please return the form overleaf and personal statement to Mrs Mortimer by 12noon on Tuesday 4<sup>th</sup> May 2021.

Yours faithfully,

Ms J Heffernan  
**HEADTEACHER**



# Cardinal Pole Catholic School

Cardinal Pole Catholic School  
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[www.cardinalpole.co.uk](http://www.cardinalpole.co.uk)

Headteacher: Ms J Heffernan

Follow us on Twitter @CardinalPoleRC  
Email: [enquiries@cardinalpole.co.uk](mailto:enquiries@cardinalpole.co.uk)

## Private & Confidential

Please return to: The Headteacher's PA, Mrs Mortimer, Cardinal Pole Catholic School, 205 Morning Lane, London E9 6LG or email [enquiries@cardinalpole.co.uk](mailto:enquiries@cardinalpole.co.uk)

### PARENT GOVERNOR NOMINATION FORM

I nominate myself\* / I nominate:\* (*\*please delete as necessary*)

#### **Nominee**

Name: .....

Address: .....

.....

Email: .....

Telephone: .....

Parent/Carer of: .....in Form.....

Agreement of the nominee: Signed: .....

#### **Secunder**

Name: .....

Parent/Carer of: .....in Form.....

Telephone: .....

Signed: .....

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### NOMINEE SUPPORTING STATEMENT

I believe I would make a good Governor because:

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Please continue on another sheet if required.

