



# The Arreton & Oakfield Federation

Executive Headteacher: Mr Colin Haley



Head of School: Mrs. Maria Herbert  
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Head of School: Mrs. Vikki Reader  
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28<sup>th</sup> November 2019

Dear Parents/Carers,

## Parent Governor Vacancy

We have a vacancy for a parent governor. The Arreton & Oakfield Federation has a single governing body and any governor therefore supports both schools. Undertaking the role of a governor is one of the most significant ways you can help in school.

The governing body's main tasks are:

- to ensure that the Federation has a clear vision, ethos and strategic direction;
- to hold the Executive Headteacher to account for the educational performance of the Federation and its pupils;
- to oversee the financial performance of the Federation and make sure its money is well spent.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents and the local community. All governors look to improve school performance and support the staff and pupils. There needs to be a clear commitment in time and effort – without any financial reward!

In looking to fill this vacancy the governors of the Federation has identified the following skills, experience and attributes that they feel would help strengthen the governing body:

- Finance and HR.
- An education background, with knowledge and experience of teaching and learning.
- Knowledge and experience of current safeguarding requirements.

However, if you do not have these particular skills do not let that put you off applying. Training and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training.

If you feel you can help in this capacity, please contact the School Office for an application form which will need to be completed and returned to either School by 12.00 noon on Thursday, 12<sup>th</sup> December 2019.

The guidelines giving full details about how vacancies are filled can be found on the schools' websites.

Please note that for the protection of children all governor appointments are subject to an enhanced DBS check.

If there are more applications than vacancies, we will hold an election and you will be sent a voting paper in due course. You may return the ballot paper either via your child or by post.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Eric Hemming', written in a cursive style.

Eric Hemming  
Chair of Governors