



Ruskin Community High School
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Ruskin Community High School

Our Ref: HTSA/govmisc/BRE/JOD
Date: 3rd February 2014

Dear Parent/Carer

ELECTION OF PARENT GOVERNORS

We have vacancies for **five** parent governors which we need to fill as soon as possible.

We know parents are interested in the education of their children and keen to see that the school provides a challenging education for all the students who come here. Please do not assume that there will be others coming forward who are better equipped for the job; we need enthusiasm and a willingness to work as a member of the team far more than any specific knowledge or expertise!

The Governing Body of a school is responsible for ensuring that students receive high quality education and that the conduct of the school reflects this aim. The governors work as a team with the Headteacher in the whole strategic planning and management of the school. Their responsibilities include consideration and agreement of the aims and policies of the school, discussion and approval of the targets for improvement, appointment of staff, setting and monitoring the budget, monitoring the performance of the school and reporting to the parents and community on how they have accomplished their tasks. Governors are the link between the school and the community and representatives of all those with an interest in the well-being and reputation of the school are needed. Parents are very important in keeping the Governing Body aware of the views of parents and the local community. They are a vital part of our team.

There is first class advice and support available to you and training for your new role at no cost to you.

The Chair of the Governing Body is happy to talk to you if you are interested in being nominated and/or want further information. You might also like to look at the information for prospective governors on the Department for Education website:

<http://www.education.gov.uk/schools/leadership/governance/becomingagovernor/rolesandresponsibilities/a0056625/the-role-of-governor-within-the-governing-body>.

Please note that for the protection of children all governor appointments are subject to a vetting process and identity check.

If you would like to take the opportunity to put yourself forward as a candidate, please complete and return the attached documents to Ms D Jones (School Office) by **Friday 14th February at 12 noon**. If there are more nominations than vacancies, an election will be held on Monday 24th February and you will be sent a voting paper. You may return the ballot paper either via your child or by post.

Yours sincerely

E. S. Brett

Headteacher
E S Brett

Enclosed: Nomination form, Eligibility Self Declaration Form

* **Please note:** the term *parent* will be used to denote *parent/carer* throughout the main body of this letter.

HIGH STANDARDS HIGH ACHIEVERS

