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31 October 2017

Dear Parents and Carers

Welcome back to school – I hope you all had a lovely half term break.

Those of you that were able to attend our recent briefing sessions will know that we are keen to involve you in your children's education and in the school's improvement. I attach letters asking for volunteers for two important roles. If you want to meet with me to discuss either of these roles, please let me know – I'd be delighted to answer any questions and encourage you to put your name forward.

Parent Governor – replies by noon on 10th November 2017

We have a vacancy for a parent governor. This is a very important role in overseeing the running of the school. Governors are involved in decisions about all aspects of managing the school – such as improving the education standards, running buildings and budgets, supporting staff and setting standards of school discipline.

Governors also help to make big decisions about the school's long-term goals. They support our headteacher, but also ask questions and make sure the headteacher is taking the school in the right direction. The most important qualities for being a governor are enthusiasm, commitment and an interest in education; you don't need teaching experience.

Responsibilities include:

- Attending governor meetings 5 times a year. Making important decisions about all aspects of managing the school.
- Having a particular responsibility for one particular aspect of the school, such as Maths or Health and Safety. Supporting the school in their development of this area.
- Visiting the school to assess how it is running at least 6 times a year.
- Attending training with the Trust and the local authority.

Parent Academy Improvement Group – replies by noon on 10th November 2017

We are going to trial setting up this group, to give parents a big say in the improvement of the school.

Members would represent the year group of one of their children. Responsibilities include:

- Consultation with the Principal, the Chair of Governors and the Parent Governors 6 times a year about the development and progress of the school.
- Communication with and representation of your year group.
- Regular attendance at the Parents' Forums.
- Joining the Friends of Barton Hill to assist in putting on social functions and fundraising for the school.

I do hope that you will consider putting your name forward. You do not have to choose which one – if you decide you would be prepared to do either, please nominate yourself for both and I can discuss with you which one would suit you best.

Kind regards

Gail Bragg
Chair of Governors
Barton Hill Primary Academy