

23 February 2021

Dear Parent / Member of our Community

We are looking to recruit both parent and non-parent governors from our community.

### **The Role of the Governing Board**

The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight, and assurance for the school's educational and financial performance. The board is passionate about education and committed to continuous school improvement, to ensure the best possible outcomes for our pupils.

### **The Role of a Governor**

As a governor, you'll work with the board to ensure it effectively carries out the duties referred to above.

To be a governor you should have:

- A strong commitment to the role and to improving outcomes for children.
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills.
- The specific skills required to ensure the governing board delivers effective governance.

The following skills would be advantageous, although not essential:

- Legal and compliance
- HR

For full details of the role, please refer to the job description attached.

### **Expectations of Governors**

Governors would be expected to:

- Attend meetings
- Maintain confidentiality
- Commit to training
- Visit the school



## How to Apply

If you're interested in applying for the role of governor, please contact Mrs L Underdown, Clerk to Governors at [l.underdown@queenelizabeths.co.uk](mailto:l.underdown@queenelizabeths.co.uk) or on 01507 462403 by the closing date 4.00 pm on Friday 5 March 2021. Governors are elected through a ballot and will be subject to a Disclosure Barring Service check.

Yours sincerely



Mrs L Underdown  
Clerk to Governors

