



**WEST KIRBY  
PRIMARY SCHOOL**

## **West Kirby Primary School**

Anglesey Road, West Kirby, Wirral, CH48 5EQ

Headteacher: Mrs E Bailey (BEd Hons, MSc, NPQH)

Telephone Number: 0151 625 5561

[schooloffice@westkirby-primary.wirral.sch.uk](mailto:schooloffice@westkirby-primary.wirral.sch.uk)

[www.westkirbyprimaryschool.co.uk](http://www.westkirbyprimaryschool.co.uk)

27<sup>th</sup> April 2022

Dear Parents & Carers,

### **Nominations for Parent Governors**

Parents play a very important role on our Governing Body and are a vital part of our team, helping the school to meet the needs of the children and the community we serve.

The Governing Body is composed of Parents, Staff, Local Authority and Co-opted Governors. All Governors are equally valued for their contribution to the life of the school.

The term of office of all Governors, except the Headteacher and Co-opted Governors, is four years but they can resign at any time. Parent Governors may serve the full term of office even if their child has left the school. Training and support is available to all Governors so parents should not feel that they do not have the necessary expertise or knowledge to carry out the role effectively.

There are three Full Governing Body meetings held each year and last approximately 2 hours. At the moment we have a hybrid approach, and some meetings are taking place face to face in school and some taking place via Zoom.

Governors will also be appointed to committees such as Finance and Premises, Curriculum and Staffing. These committees meet termly in the evening (meetings usually start between 5pm and 6pm) and last approximately 2 hours. It is important that the Parent Governor is able to make these commitments.

Parent Governors are elected by all parents/carers of registered pupils in the school and it is now necessary to elect 3 Parent Governors to fill vacancies. It is very important that parents stand for election to the Governing Body so that the views of parents are represented on it. Otherwise, someone may be appointed to serve who has no children in the school and who knows very little about the school and its local community.

We welcome governors from any background but would be especially interested in anyone who can help us build links with local businesses or has knowledge of HR, finance, premises or special educational needs.

As a parent/carer of a child in our school you are entitled to stand as a candidate and to vote in an election. If you choose to offer yourself as a candidate to become a Parent Governor, you should complete the attached nomination form, including the details of a proposer and seconder, and return it to me no later than **4.00 p.m. on Wednesday 11<sup>th</sup> May**. Should two parents living





## West Kirby Primary School

Anglesey Road, West Kirby, Wirral, CH48 5EQ  
Headteacher: Mrs E Bailey (BEd Hons, MSc, NPQH)  
Telephone Number: 0151 625 5561  
[schooloffice@westkirby-primary.wirral.sch.uk](mailto:schooloffice@westkirby-primary.wirral.sch.uk)  
[www.westkirbyprimaryschool.co.uk](http://www.westkirbyprimaryschool.co.uk)

in the same household wish to make separate nominations, a further form can be obtained from the school.

If there are more nominations than vacancies on the Governing Body, it will be necessary to hold an election. For this purpose, nominees are invited to prepare a short statement, in no more than 250 words, on their background and interests which will be made available to everyone eligible to vote.

If you would like further advice you could speak to the present Parent governors or the Headteacher. For information I have also attached a list of disqualifications from governorship.

Paper copies of this letter, the nomination form and explanations of disqualification from Governorships are available from the school office, please just ask.

Thank you for giving some thought to supporting our school as a Parent Governor.

Yours sincerely

Mrs E Bailey  
Headteacher

