



Chairman of Governors:

Alan J Fordham

November 2021

PARENT GOVERNOR VACANCIES

The Governing Body of The Bishop's Stortford High School invites nominations for two Parent Governors with effect from the Spring Term 2022.

Becoming a school governor is a rewarding and challenging role. It will allow you the opportunity to use your skills to have a positive impact on the education of all students at TBSHS and work as part of an established and successful Governing Body.

The Governing Body operates at a strategic level and is not involved in the day to day running of the school. Its key responsibilities are:

- Ensuring clarity of vision, ethos and strategic direction.
- Holding the Headteacher to account for the educational performance of the school and the performance management of staff.
- Overseeing the financial performance of the school and making sure that money is well spent.

Governors do not need to be experts in the field of education but do need an interest in the school and the welfare of its students, as well as the time, energy and willingness to get involved.

The Governing Body is keen to improve the diversity of its membership. With this in mind, nominations of Black, Asian and Minority Ethnic (BAME) parents would be particularly welcomed, in order to reflect the school community and to help the Governing Body make good decisions in the interests of all students.

This is a particularly exciting time to consider putting yourself forward as a governor as TBSHS progresses plans to relocate the school to the new site.

If you would like to find out more about the role by having a conversation with an existing governor, please email the Clerk to the Governors, Mrs Jane Yates at jane.yates@tbshs.org

A Summary of the Work Involved

- Governors are required to attend Governors' meetings and to make an active contribution to the work of the Governing Body.
- Governors are expected to support the work of the Governing Body by joining at least one of the Governors' Committees, which meet approximately 6-8 times per year.
- Governors are generally asked to commit to a four year term of office.
- Governors are expected to attend training courses covering both general and more specific aspects of the role.

There are four formal Governing Body meetings per year (usually 5pm – 7pm). Committee meetings are usually held at 8am or 4pm.

Meetings generally take place in school, though some have been held remotely when necessary.



TBSHS: A truly all-round education



Eligibility and nomination

Parents/carers, of registered students at the school are eligible to stand for election for parent governorship and are elected by parents of students at the school. The period of governorship is four years and this may include a period after a student has left the school.

A person is disqualified from election or appointment as a parent governor if they are an elected member of the Local Authority (LA) or if they work at the school for more than 500 hours in a school year.

Nominations should be made in writing to:

**Mrs Jane Yates
Clerk to the Governors
The Bishop's Stortford High School
London Road
Bishop's Stortford
Hertfordshire
CM23 3LU**

Please complete and submit the attached Nomination Form to the school office **by 10am on Friday 10th December 2021 with a copy by email to the Clerk to the Governors at jane.yates@tbshs.org**

Nominations should include the following and **must be signed by the nominee and seconder** (who must also be a parent of a student at the school):

- Name, address, telephone number and email address of the nominee
- Name, address, telephone number email address of the seconder
- Personal profile of nominee (maximum 80 words please and may be on a separate sheet from the nomination form)