



10 November 2017

Dear Colleague

### **Parent Governor Position**

The Governing Body currently has 4 vacancies for Parent Governors to serve for a period of up to 4 years.

Joining the Governing Body at Handsworth Wood Academy as a Parent Governor offers you the opportunity to make a real contribution towards the strategic leadership and direction of the academy and I would encourage you to put yourself forward for election.

Governors play a key role in the leadership of the Academy and appoint key staff, oversee the budget and ensure that legal requirements are met. Being a governor can be very rewarding and will provide you with the opportunity to meet new people, gain new skills and contribute towards raising standards across the academy. Don't worry if you have no experience as full training and support is available from the Local Authority and your colleagues on the Governing Body.

**Please note that the most important duty of any governor is to attend meetings of the Governing Body and any committees you are on, and you should be sure that you are fully committed and available to do this before applying. At Handsworth Wood Girls' Academy the Full Governing Body meets 10 times during the academic year on a Monday evening and the meetings commence at 5.30pm. There may also be ad hoc committees (as required) where available governors, also attend.**

If you have further queries then please contact the Clerk Ms S Warmington on [info@educationgovernancesolutions.com](mailto:info@educationgovernancesolutions.com).

If you wish to nominate yourself as a Parent Governor then please complete the attached form and return it no later than **12.00 pm on Friday 17 November 2017**. If necessary an election will be held and further details will be sent in due course.

I look forward to hearing from you soon.

Yours sincerely

**Ms N Walters**  
Headteacher

