



# Oaklands Infant and Junior Schools

Butler Road, Crowthorne, Berkshire, RG45 6QZ

**Executive Head of Oaklands Schools: Mrs H West**

Head of Infant School: Miss E Weston Tel: 01344 774644

Head of Junior School: Mr D Holland Tel: 01344 773496



Dear Parent/Carer,

## **NOTICE OF ELECTION OF PARENT GOVERNORS**

I am writing to advise you that the Governing Body of Oaklands Schools have a vacancy for a Parent Governor.

The Governors at Oaklands are an extremely committed group of people, who are striving to provide your children with the best education possible in the happiest of surroundings. Parent Governors are an integral part of the team and make an important contribution to the continued success of the school. The Governing body follow the Governors' code of conduct and the Parents, Carers and Visitors conduct policy (links to both documents: <https://oaklandsjunior-school.org.uk/info/school-policies/> or <https://oaklandsinfants.org/school-policies/>)

As Returning Officer, I will be delighted to receive nominations from any parent or carer who wishes to participate in and support the work of the Governing Body by standing for election. Each parent or carer may nominate him/herself.

If you wish to stand for election you should:

1. Complete the Parent Governor declaration of eligibility
2. Complete the nomination form
3. Have your form supported by a proposer and seconder, who currently have children attending the schools
4. Insert a brief personal statement of not more than 200 words
5. Return the completed forms, addressed to the Returning Officer, c/o the School Office by: **Wednesday 27<sup>th</sup> November by 3.20 p.m.**

If the number of nominations received does not exceed the number of vacancies, all nominations will be appointed without a ballot on **Wednesday 27<sup>th</sup> November 2024 at 3.20 p.m.**

If there are more nominations than vacancies, a confidential ballot will be held, and each parent will be issued with a voting ballot via email. The voting count will take place on **Friday 6<sup>th</sup> December 2024 at 3.20 p.m.** All parents will be notified of the results.

Ideally, if you can, we would prefer to receive forms electronically via [clerk@oaklandsgov.co.uk](mailto:clerk@oaklandsgov.co.uk) Otherwise please drop your completed forms to the school office FAO The Returning Officer.

Yours sincerely,

Returning Officer

Andy Gorham  
Clerk to Governing Body



*The Corvus Learning Trust is incorporated in England and Wales  
Company number 11045796  
Registered Office: Edgbarrow School, Grant Road, Crowthorne, Berkshire,  
RG45 7HZ*

Governors should be able to demonstrate:

- An active interest in education and lifelong learning
- A commitment to delivering academic excellence through innovation
- An ability to work positively in a team and debate issues in a constructive manner
- A commitment to promoting equality and diversity
- The capacity to shape, implement and monitor policy

Ideal skills and experience:

- Human Resources
- Legal (education, employment, contract)
- Finance (particularly within the education or charity sectors)
- Site, building and facilities expertise
- Health & Safety

All of our Governors have their own careers and responsibilities but they dedicate time to the school when they are able. Our Governors bring a wealth of different experience to the Governing Body which is highly valued. We are all volunteers who wish to make a positive contribution to the school and the education of all its children.

The governing body's overriding responsibility is to work in partnership with the Executive Head, to promote continuous improvement in the performance of the schools. We play an important part in raising school standards through the key roles of setting strategic direction, ensuring accountability and monitoring and evaluating school performance.

The governing body currently meets twice a term with meetings on a regular basis. In addition to the work outlined above, the governors review issues relating to behaviour, curriculum, staffing, building maintenance and finances. The governing body makes collective decisions.

Parent governors are elected for a term of 4 years. We try to ensure the body has a range of skills and expertise amongst members. We encourage all our governors to attend the excellent training provided by the local authority to ensure we maintain the skills necessary to fulfil our role. There is also a full induction programme for new governors.