

North Manchester Primary Federation

Executive Headteacher: Ms. P. Adams

Associate Headteacher: Mr. P. Hughes



Crumpsall Lane Primary School Head of School: Mrs. J. Fairclough

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Crab Lane Primary School

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To: The Parents of Pupils attending a School in North Manchester Primary Federation (Crumpsall Lane and Crab Lane Primary Schools)

Dear Parent,

Re: School Governing Body - Parent Governor Election

There is one vacancy for a Parent Governor to serve on the Governing Body of North Manchester Primary Federation.

The powers and responsibilities of Governors require Governors to act in a strategic role for the school and be accountable for their responsibilities. The role requires you to:

- Help to decide the priorities for improving the school
- Make yourself available to parents, listen to other parents' opinions and take account of them as you contribute to governors' decisions
- Work in partnership with the headteacher, senior leadership team and co-operatively with other governors to raise standards and improve outcomes for all children
- Prepare for meetings by reading papers beforehand

Parents have much to offer to their local schools and can play a vital part in helping schools to meet the needs of the children and communities they serve.

Some parents may feel that they do not have the necessary expertise, knowledge or skills to carry out the role effectively. However, it is very important that parents stand for election to the Governing Body so that the views of parents are represented on it. Otherwise, a parent may be appointed to serve who has no children in your child's school and who knows very little about the school and its local community.

Enclosed with this letter you will find a form which explains how you can be nominated to stand for election, or to nominate another parent. Please also write a brief statement about yourself to help parents to decide who to vote for (if an election is needed). Your child's Headteacher can help you produce such a statement. If all candidates are agreeable, Headteachers will also arrange meetings

in school before the election date to allow Parents to ask candidates about why they wish to represent them on the Governing Body.

Governors are not expected to be instant experts. Successful candidates will be provided with relevant information, by the school, once they are elected, and it is expected that they will take part in training events to help them learn about their role.

Remember, decisions taken by the Governing Body will affect **your** child's future education. To make sure you have a voice in that decision making, please make every effort to take part in these elections.

If you want further advice, please speak to your child's Headteacher, the Chair of Governors or the Clerk to the Governing Body.

Yours faithfully,

A handwritten signature in blue ink that reads "Ms Adams". The signature is written in a cursive style.

Ms P Adams
Executive Headteacher