



# Cherry Lane Primary School

September 2025

Dear parents and carers

## ***Can you help shape the future of our school?***

We need parents of pupils registered at the school to make a difference in our school's community by volunteering to become **parent governors**. Currently we have **2 vacancies** for parent governors on the governing body. Your voice as a parent is very important to our school and it is vital that the governing body has good representation by our parents among its membership.

## **Information about the role**

The role of a Parent Governor is no different to any other Governor. Governing Boards make strategic decisions and work together to:

- Develop a vision and strategy for the school
- Oversee financial performance and make sure money is well spent.
- Hold the Headteacher to account for the educational performance of the school.
- Engage with pupils, staff, parents and the wider school community to understand their views.

Parent Governors offer a parental perspective to issues being discussed however, you would not be expected to represent the parent body or act as a spokesman.

Once elected or appointed for a term of four years, a parent governor takes on the role of a school governor, a public volunteer. Parent governors exercise a strategic parental voice on the governing board.

We are seeking parents who have a real willingness to help, who can listen carefully, read important documents, ask questions, attend training and be able to actively contribute at meetings.

## **What can you offer as a parent governor?**

- Enthusiasm, time and commitment.
- Your local knowledge will be valuable: you will have a feel for what is important to our school community.
- Any professional or other skills you may have will be very helpful.
- An openness to learning and change, and wanting to make a difference.
- Governors also provide objectivity in debate and decision-making and can bring an important perspective to school matters.

## **What are the benefits?**

- Being a school governor is a privilege – you will be working with other Governors and the Headteacher to shape the future of our school.
- The knowledge that you have played a part in improving local children's education and supported the school's staff.
- A chance to develop new skills, to practice and strengthen existing ones, such as chairing a meeting, researching or leading on a key school issue.

- The opportunity to work as part of a team to make a real difference in the community.
- The opportunity to meet new people from all walks of life whom you probably would not have otherwise encountered.
- Knowing that the decisions Governors make collectively make will have a huge impact on children's lives.
- You develop as a person and may even find that your experiences as a governor influence future career and life choices.

**If you are interested in volunteering, here's what you should do ...**

### **Eligibility**

All parents or carers of pupils registered at the school at the time of the election are eligible to become Parent Governors.

The DfE defines parents as:

- All natural (biological) parents whether they are married or not.
- Any person who, although not a biological parent, has parental responsibility for a child or young person (this could be a step-parent, guardian or other relative).
- Any person who, although not a biological parent, has care of a child or young person (this means they are the person with whom the child lives and who looks after the child, irrespective of their relationship is with the child).

You will be asked to confirm the following:

I confirm that I:

- Am aged over 18
- Am not a current pupil at any school
- Am not the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order, an interim debt relief restrictions order or an undischarged sequestration
- Am not disqualified from being a company director and/or a charity trustee
- Have not been disqualified from holding office as a governor
- Have not been removed from office as an elected governor within the last 5 years
- Am not included in the list of those unsuitable to work with children or disqualified from working with children, barred from regulated activity and/or disqualified from registering for childminding or providing daycare
- Have not been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor
- Have not received a prison sentence of 2 and a half years or more in the 20 years before becoming a governor
- Have not at any time received a prison sentence of 5 years or more
- Have not been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor

I also confirm that I am not:

- Am not an elected member of the local authority
- Am not paid to work at the school for more than 500 hours in a year

Please nominate yourself by completing an application form which you can obtain from the school office.

***Please ensure that your completed nomination form is submitted by 3pm on Monday 13<sup>th</sup> October 2025. You can hand the nomination form into the school office or e-mail it to [admin@cherrylane.hillingdon.sch.uk](mailto:admin@cherrylane.hillingdon.sch.uk).***

**What happens after the nomination deadline has passed?**

Any nominations received after the deadline will not be accepted.

If the school receives more nominations than there are vacancies, then we will hold an election and parents will be asked to take part in a secret ballot to vote for the candidates they feel would be most suitable as a parent governor. The information you supply as part of your nomination will be circulated to parents to help them decide who to vote for. Your personal contact details will not be distributed. This is for governing body purposes only.

If the school receives the same number of nominations as there are vacancies, then those nominees are deemed to be 'elected unopposed' and become parent governors without the need for an election.

If no parents nominate themselves by the deadline given above, then the governing body become responsible for appointing parent governors to fill the vacancies.

If an election needs to take place nominees will be informed, followed by all parents, with the details of how to vote and the deadline for doing so.

If there are any questions or you need further information, please contact our Clerk to Governors at [cmosdell5.312@lgflmail.org](mailto:cmosdell5.312@lgflmail.org).