

HALL ORCHARD



CE Primary School

Dear Parent/Carer,

I am writing to you to invite you to stand for election as a parent governor or to nominate another parent to do so. Due to the end of term of office for parent governors, we currently have two vacancies, and the term of office is four years.

The role of the governing board

A parent governor role is not as a voice of the parents on the board but rather a parental perspective as part of the Hall Orchard governing body as a whole, who are jointly responsible for the following:

- develop a vision and strategy for the school.
- oversee financial performance and make sure money is well spent.
- be a critical friend to the school and head teacher by supporting and challenging.
- monitoring the impact of initiatives, development plans and performance data.
- gain an understanding of pupil, parent, staff and the wider community views.

Who can stand for election?

To be able to volunteer, you need to be a parent, carer (or someone who has parental responsibility) for a child at the school. You do not need any specific qualifications. The enclosed sheet summarises the circumstances under which someone cannot serve as a parent governor.

To fulfil the role, you will need to:

- attend regular meetings (one full-governing body meeting and one to two subcommittee meetings per term, always on a Wednesday at 6pm)
- visit the school on monitoring visits, approx. 3 times a year but dependent on availability.
- complete background reading
- take part in online induction training and ongoing development training (which will be provided for you).

Headteacher: Mr S. Dunn
Hall Orchard C of E Primary School,
Church Street, Barrow-upon-Soar, Loughborough, Leicestershire, LE12 8HP
Email: reception@hall-orchard.leics.sch.uk Tel: 01509 412188

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Hall Orchard governors come from various backgrounds and bring a range of skills and perspectives to the role. You do not therefore need an educational background and currently we would particularly welcome nominations, to fill one of the vacancies, from parents with an accountancy or HR background, but this is not essential. Commitment and enthusiasm to ensure the best outcomes and wellbeing of pupils is of the greatest value.

How to apply

If you would like to apply, please complete the enclosed nomination form and return it to the Hall Orchard Office for the attention of the Chair of Governors or email to ChairGovernors@hall-orchard.leics.sch.uk by Monday 2nd February 2026. If you are putting someone else forward for nomination, please make sure they are happy for you to do so. Please email ChairGovernors@hall-orchard.leics.sch.uk if you would like further information before submitting a nomination.

If there are more nominations than vacancies, we will conduct a secret ballot. If that is necessary, voting papers and instructions will be sent to all parents and carers.

Yours faithfully,

Vicky Bowman

Chair of Governors