





# Northenden Community School

Determination Ambition Equality

 [www.northenden.manchester.sch.uk](http://www.northenden.manchester.sch.uk)  
 [admin@northenden.manchester.sch.uk](mailto:admin@northenden.manchester.sch.uk)  
 0161 9984825  
 Bazley Road, Northenden, Manchester M22 4FL



Friday 5<sup>th</sup> June 2026

Dear Parent(s)/Carer(s),

I am writing to inform you of our 2 vacancies for the roles of parent governors on our school governing board.

## **The role of the governing board**

The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

## **The role of a parent governor**

As a parent governor, you will work with the board to make sure it effectively carries out the duties referred to above. You will also play a vital role in bringing a **parental perspective** to the governing board, although you not there to speak 'on behalf' of the parent body.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good interpersonal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to make sure the governing board delivers effective governance
- A willingness to work in partnership with the Trust, Headteacher and Senior leaders

The governing board is keen for candidates to have skills in the following:

- Legal/Financial/management accounting experience
- Private/corporate sector experience
- Experience of working as part of a committee

## **Expectations of governors**

- Meetings take place 4 times per year for about 2 hours and are held from 4.30pm on a weekday and are alternate between in-person and online meetings.
- Governors must maintain strict confidentiality regarding the business discussed in the meetings. As a parent governor, we recognise that this can be challenging, but it is an absolute requirement of the role.
- All governors must undertake training for the role, including safeguarding training, and commit to maintaining currency of learning.
- Each governor holds a position as a Link Governor, with specific responsibility/interest in a particular area of school activity such as curriculum, safeguarding, health and safety etc.

- The term of office is for 4 years, with the opportunity to stand for re-election after the end of that term.

### **Further information**

You can find further information about the Board and the roles of governors on our website at <https://www.northendenprimary.co.uk/about-us/governors>

### **How to apply**

If you're interested in applying for the role, please complete the candidate form attached to this letter and return to school by emailing [admin@northenden.manchester.sch.uk](mailto:admin@northenden.manchester.sch.uk) or complete the form online by following this link <https://forms.office.com/e/Cn0jMehGdX>

Please return your form by **Friday 12<sup>th</sup> June, 3pm.**

If we receive more applications than there are vacancies, a ballot will be carried out. We will inform you closer to the time if we have to do this.

If you have any queries about this process or would like to find out more about the role, please contact Caroline Lord, Chair of Governors at [clord.governor@northenden.manchester.sch.uk](mailto:clord.governor@northenden.manchester.sch.uk)

Yours sincerely,

Ruth Byrne



Headteacher

**PARENT GOVERNOR ELECTIONS CANDIDATE FORM**



<b>Candidate name:</b>	
<b>Candidate address:</b>	
<b>Names of children in school:</b>	
<b>Candidate statement:</b>	<p><i>Ideally, in no more than 500 words, please outline why you wish to become a governor. Please be aware that your statement may be circulated to parents and carers in the event of a ballot. You may wish to include your statement:</i></p> <ul style="list-style-type: none"><li><i>• Why you are interested in becoming a governor</i></li><li><i>• The skills and experience you have that would make you a productive member of the governing board</i></li><li><i>• Your commitment to undertaking training to acquire or develop the skills needed to be an effective governor</i></li><li><i>• How you plan to contribute to the future work of the board</i></li></ul>