Newton Road
Urmston
Manchester
M41 5UG

Email: office@urmstongrammar.org.uk
Website: www.urmstongrammar.org.uk
Headteacher: Mr T Kennedy-Fowler

Urmston Grammar School

Wednesday 23rd September

RE: Two Parent Governor Vacancies

Dear Parents & Carers

The Governing Board at Urmston Grammar School is responsible for shaping the strategic direction of our school as well as ensuring accountability for educational performance and financial management. The Governing Board carries out these roles by ensuring the vision and ethos is well established and that the school works efficiently and effectively. It does this by building a thorough knowledge of the school and its community, by both supporting and constructively challenging the school, and ensuring compliance. The Governing Board of our school is made up of various categories of Governors who all work together in the interest of children at the school.

Vacancies are currently available for TWO (2) Parent Governors; one to sit on our Curriculum & Personnel Committee and one to sit on our Finance & Premises Committee. Governors on both committees also form part of the Governing Board as a whole. All parents and carers who currently have a child on our school roll are able to nominate themselves for one of these positions. Before deciding whether to nominate yourself, you may want to know a bit more about what is involved. Governors need not be experts in the field of education. What they do need is an interest in our school and in the welfare of our children, as well as the time and willingness to get involved. Further details can be found on our website here. The vacancy on our Finance & Premises Committee is well suited to individuals with expertise in finance and/or business. If you are interested in either position and would like an informal conversation with the headteacher about what the role(s) entail, please contact our school office via office@urmstongrammar.org.uk.

Training and support are available to all Governors. You need the ability to be able to work as part of a team, to question proposals and contribute to discussions so that the Board can make good decisions. All Governors are expected to be able to read straightforward budget reports and data on school standards.

We expect Governors to:

- attend meetings of the full Governing Board – typically four per year
- contribute as a member of a Committee and attend regular meetings – typically three pre year
- visit the school formally at least once a year during the school day
- attend school events when possible to support the work of the school and improve your knowledge and understanding of the school
- attend training courses and be ready to be interviewed by Ofsted inspectors when necessary

In return, we commit to:

- provide access to quality training
- provide you with access to our on-line GovernorHub portal giving easy access to documents, agendas and information to support you in your role

Further information for prospective Governors is available on www.inspiringgovernance.org or via our Clerking Service www.trustgs.co.uk

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Please note that for the protection of children all governor appointments are subject to an enhanced DBS check and identity check.

A Parent Governor is defined as a person who is elected as a member of the Governing Board of the school, by parents of registered pupils at the school, and who is a parent at the time they are elected. "Parent" includes any individual who has or has had parental responsibility for, or cares or has cared for, a child or young person under the age of 19 who attends the school.

A person is disqualified from standing for election or appointment as a Parent Governor if they are:

- An elected member of the local education authority; or
- Paid to work at the school for more than 500 hours in any consecutive 12-month period (at the time of the election or appointment); or
- Subject to any of the disqualifications under The School Governance (Constitution) (England) Regulations 2012 Schedule 4

SUBMIT YOUR NOMINATION HERE

If you would like to put yourself forward as a candidate, please complete the online by **Monday 5th October 2026 at 12 noon**. Your nomination should be accompanied by a short personal statement which should include (in no more than 250 words):

- evidence of the extent to which you possess the skills and experience the Governing Board desires;
- your commitment to undertake training to acquire or develop the skills to be an effective Governor;
- how you plan to contribute to the future work of the Governing Board.

If it is necessary for there to be an election, you will be contacted to let you know about the arrangements.

Yours sincerely,

Mt T Kennedy-Fowler
Headteacher

Mr N Crowther
Chair of Governors