



Dear Parent/Carer

15 October 2025

Parent Governor Vacancy

I am writing to inform you of a parent governor vacancy and we wish to seek nominations from parents who are interested in joining the local governing body of our school. The term 'parent' relates to any person who has 'parental responsibility' and who has a child attending the school at the time they begin their term of office.

The role of the governing body

The school's governing body is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. We are passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils. The governing body is responsible for both John Flamsteed Community School and The Ripley Academy.

The role of a parent governor

As a parent governor, you will work with the governing body 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, but you're 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 inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to make sure the governing body delivers effective governance

Expectations of governors

Governors are expected to attend each full governing body meetings, any sub-committee they become a member of, along with any extraordinary meetings that may also be required during an academic year.

As a governor, you will normally hold office for a period of 4 years, even if your child leaves the school during this time. However, you can resign from the local governing body at any time.

All governors are expected to undertake additional duties, which are individually negotiated; these may include developing expertise and advising the local governing body about a particular area of school life or sitting on ad-hoc working parties or governor appeal panels.



All new governors are required to undergo an Enhanced Disclosure and Barring Service (DBS) check, to ensure they are not barred from undertaking this regulated activity. Equally, interested parties should check the schools Terms of Reference (Schedule 2) [John-Flamsteed-Ripley-Academy-TOR-v3-web-Dec-2022.docx \(live.com\)](#) for more details about disqualification from becoming a school governor. In addition, an elected member of the local authority and school staff who work at the school for more than 500 hours i.e. for more than one third of the hours of a full time equivalent, in a school year, at the time of election or appointment **will not be eligible to apply**.

How to apply

If you're interested in applying for the role, please complete the candidate form attached to this letter and return it to Julie Parkman via the main school office or electronically via parkmanj@ifcs.org.uk by 12 noon on Wednesday 5 November 2025.

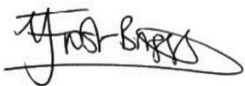
If we receive more applications than there are vacancies, a secret ballot will be carried out and parents will be informed soon after the closing date for nominations.

Below is an insight into the role from a parent governor:

'Taking on the role of a Parent Governor has been an enriching experience for me, providing an opportunity to contribute to the enhancement of John Flamsteed and Ripley Academy. Through this position, I've gained valuable insights into the schools' operations and governance processes. Witnessing the dedication and effort put forth by every member of the Governing Board to ensure the schools' excellence has been truly inspiring. Despite initial concerns about balancing this commitment with my full-time job and family obligations, I've found that the few hours I dedicate each month are worthwhile and enjoyable. I'm passionate about being part of a team that strives to provide the best possible education for our children. I wholeheartedly encourage anyone interested to consider taking on a similar role.'

If you have any queries about this process or would like to find out any more about the role, please contact Julie Parkman, Clerk to the Governors, parkmanj@ifcs.org.uk.

Yours sincerely,



Mrs H Frost-Briggs
Executive Headteacher
John Flamsteed Community School & The Ripley Academy