



30th January 2026

**To: All Parents/Carers of Registered Students
at Manor Drive Primary Academy**

Dear Parent/Carer,

NOTICE OF PARENT GOVERNOR ELECTION

Manor Drive Primary Academy currently has a vacancy for a Parent Governor. The term of office would be for 4 years.

A testimonial from an existing Governor is attached. This should give Parents considering applying an insight into life as a Governor and how fulfilling the role can be. No special qualifications are needed, and the most important thing is to have a keen interest in the school and be prepared to play an active part in the Local Governing Committee's work. Training is available free of charge for all Governors and there is an expectation that those new to being a Governor attend induction training.

Nominations must be from parents or carers with children at the school on the first day of the elections, **Friday 30th January 2026**

If you would like to stand for election, please complete the enclosed nomination form and return it to the school **no later than 9am on Friday 13th February**. You should also include a short personal statement to support your nomination which should be no longer than 250 words.

If there are more nominations than vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours Sincerely,

Mrs E Marks
Headteacher

A testimonial from Mr Jonathan Theobalds, Chair of Governors.

I first became involved with school governance over 30 years ago, before even my own children had started school. Being from an engineering background I initially thought 'what do I know about schools', but the best governing bodies need people with different skills and backgrounds. This provides a rounded perspective to our meetings.

The role of the Local Governing Committee is to monitor the strategic direction for the work of the school and its improvement, and to ensure that the Leadership are accountable and effective in delivering a quality education and successful outcomes on behalf of all stakeholders - pupils, parents, staff, and our community. The Local Governing Committee provides both support and challenge in monitoring the schools effectiveness.

Alongside the Four Cs Trust, we monitor compliance with statutory requirements and regulations, these include monitoring that the school provides value for money in the use of its resources, keeps pupils and staff safe, reviews and updates policies.

Governors get to know the school by being involved with:

- Learning Walks with teaching staff to observe lesson delivery.
- Assisting at Open Evenings to take questions from parents and children.
- Attending school events.
- Meeting with parents and children at the school gates to answer questions around their experiences of the school.

The opportunity to meet and govern with new colleagues from different work and professional backgrounds can be very rewarding and can bring insights and different experiences back to your own workplace.