



GATEWAY PRIMARY SCHOOL

Lifelong love of learning

Netheravon Close

Carterton

Oxfordshire

OX18 3SF

Telephone: (01993) 842189

Headteacher: **Ms Clare Bladen**

3rd September 2020

Dear Parents and Carers,

I hope that you had a lovely summer and despite the current context, you and your children were looking forward to returning to school. Governors have reviewed the plans and risk assessments for the school re-opening and are happy that all is in place to ensure the return to school is a success for the children.

By way of introduction, my name is Kevin Moyes and I recently joined the Governing Board at your school in July 2020. I have been a governor for 8 years and I am currently the Chair of Governors at St Michael's C.E Primary School in Steventon. I have extensive experience of supporting schools from the governance side, to achieve rapid improvement for the children – I have previously chaired 3 Interim Executive Boards in primary schools; the first where the school moved from Requires Improvement to Good and the others where the school moved to Requires Improvement. I am a reserve member of the Oxfordshire Schools' Forum and the Oxfordshire Governors' Association. I became a governor because I had a very poor primary school education and I wanted to ensure that other children did not have the same experience. In addition to this, I have a full time role as a Global Human Resources Director for a large UK Charity.

I wanted to start by updating you on some governing board changes:

- Mike Wright and Scott Gailbraith have both resigned from the governing board due to work reasons. I would like to thank them for their service to the children of our school and wish them well for the future.
- I have been elected by the governing board as the Chair of Governors
- We have a number of new governors who have joined the board:
 - Mike Caffrey
 - Craig Drew
 - Rob Leach
- We currently have 3 Parent Governor Vacancies – if you would like to learn more about these positions or apply then please review pages 3-7 below for the full information.

In order to help me and the governing board to understand where we are today, I would be grateful if you would please spend 5 minutes completing the Parent View questionnaire by visiting: <https://parentview.ofsted.gov.uk/> - (please ensure you search for Gateway Primary School). Please complete the survey by **25th September 2020**. Governors will then review the results to identify the key areas which are important to you and finalise our priorities for this academic year.

We will also be sending a staff and volunteer engagement and wellbeing questionnaire out shortly to ensure we hear and respond to the views of those in school doing all the amazing work!

We are also currently developing the Governor page of the school website (<https://www.gateway.oxon.sch.uk/governors/>) – it will contain governor photos and biographies, Full Governing Board minutes, governor communications and all key governor documents.

The full governing board will meet on 22nd September 2020 to finalise our planning for this year – I will send another communication to you after this meeting to update you.

We know that it takes a whole community to raise a children and so your continued support and engagement will be key to achieving success for the Children. As the school community we all have a common goal to **ensure our school is the very best it came be, that our children are happy, love school, thrive and leave our school as well rounded individuals ready to face the challenges ahead**. As governors, every decision and action we take is driven by the fundamental question **“what is best for the children?”** We are also guided by our school aim to ensure **children have a lifelong love of learning** which as roles models for the children, we must all support.

Governors would also like to thank the staff and volunteers at the school who have continued to work extremely hard for the children during the most challenging time and without whom we would not be able to deliver such positive improvements for the children.

If you have any questions about governance, or any questions or comments, then please do email me directly: **kmoyes@gateway.oxon.sch.uk**

As always if you are a parent or carer and have any specific concerns related to your child then you should first discuss these with the class teacher and then if needed with Mrs Anstee. If you are still not satisfied at this point, with this outcome then you can raise it with me and I will ensure it is dealt with fairly and in accordance with the relevant school policies.

I look forward to meeting you and your children in due course.

Best wishes,



Kevin Moyes
Chair of Governors

Gateway Primary School - Parent Governor Vacancies – September 2020

What is a School Governor?

A governor is a volunteer who gives their time to oversee the long term development of the school. The three main areas a governor is involved in are:

- 1. Ensuring clarity of vision, ethos and strategic direction;**
- 2. Holding the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and**
- 3. Overseeing the financial performance of the school and making sure its money is well spent.**

Being a governor is an incredibly valuable experience, it is a unique opportunity to give something back to the community and further develop your own skills and experiences which could also benefit your own professional development and career progression.

All Governors are expected to:

- Support the aims of your school
- Visit and get to know your school
- Work in partnership with the Headteacher, senior leadership team and other governors to raise standards and improve outcomes for all children
- Prepare for meetings by reading papers beforehand
- Take responsibility for your own learning and development as a governor including attending training
- Attend full governing body and relevant committee meetings promptly, regularly, and for the full time
- Read briefings and newsletters for governors
- Be loyal to the decisions made by the governing body
- Respect the confidentiality of governing body affairs and to sign a legally binding confidentiality agreement.
- Declare an interest and withdraw from any meeting where you, a partner or close relative or associate stands to gain, or where you are so close to a matter discussed it is difficult to be impartial.
- Have regard to the broader responsibilities as a governor of a public institution in regard to promoting accountability for the actions and performance of the governing body

Can I be a parent Governor?

In order to apply for this position you must have a child on the school roll at the time of the election and one of the following must apply:

- Natural parents whether they are married or not;
- Any person who, although not a natural parent, has parental responsibility for a child or young person and;
- Any person who, although not a natural parent, has care of a child or young person.

In addition:

- You must be aged 18 and over.
- You must be living in the UK.
- You must be committed to the role and able to dedicate enough time (see below) to being an active member of the governing body.
- You must **not** be an elected member of the County Council.
- You should meet the relevant statutory eligibility criteria for school governors as set out in the Regulations and agree to DBS checks as required.
- You will have: an interest in all the children's futures, a desire to make a difference, a willingness to accept responsibility, an ability to work in a team, ask questions, listen and learn

The Skills and experiences we are hoping to Recruit *(it is not expected that all Governors will have these/all of these)*

- School Governor Experience
- Project Management
- Community Engagement
- Finance

How much time will it take?

The average time commitment is 10-15 hours per term (6 terms per year). This includes 6 full governing board meetings (all governors attend) per year and committee meetings (5-6 times per year). The time commitment above includes time needed for background reading to prepare for meetings, school-monitoring visits etc.

School governors are like magistrates or members of a jury and therefore have a right to reasonable time off work for their public duties (this may be unpaid). Check with your Human Resources Department for your company's policy on this.

How Long Does A Governor Role Last?

School governors have a minimum term of office of four years. However, as a volunteer you can resign at any time if your circumstances change.

Will I be offered any Training and Support?

All new governors will undergo a full induction process which will be overseen by a designated Governor Mentor (as per our Governor Induction Policy) This will include the completion of a skills Audit and the development of a tailored training plan for the individual governor and the role(s) they are taking.

What is the Legal Responsibility of a Governor?

Maintained school governing bodies are corporate bodies that are legally responsible for the conduct of the school. Because of this, individual governors are generally protected from personal liability because of the governing body's decisions and actions. Provided they act honestly, reasonably and in good faith, any liability will fall on the governing body even if it exceeds its powers, rather than on individual members. All Governors will be covered by a liability Insurance.

How Can I find Further Information?

If you would like further information or would like to discuss the role, further please contact the Clerk to the Governing Board using the e-mail address above.

For further information on the work of governors you can review the [DfE Governor Handbook](#).

How long do I have to apply?

The closing date for applications will be **30th September 2020**

How can I Apply?

To apply please e-mail your completed nomination form (below) to office.2254@gateway.oxon.sch.uk

What happens if more than three parents are nominated?

An election will take place with each parent and carer having one vote. The people with the most votes will be appointed.

Gateway Primary School Parent Governor Nomination Form

Schools need governors who are:

- Interested in the well-being of children.
- Prepared to commit time and energy to the work of the governing body.
- Prepared to visit the school during the working day occasionally.
- Able and willing to work as part of a team.
- Willing to undertake training or briefing sessions.
- Willing to share his/her knowledge, experience and skills for the benefit of the school as a whole.

Name:

Address:

Email Address:

Telephone Number:

(Please complete this section if the applicant is being nominated by someone else (note an applicant can nominate themselves and so this section may not be needed)

Signature of proposer (if different to nominee):

Name and address of proposer:

Personal Statement – *please give details of why you wish to apply for this position including the details of the relevant skills and experiences you will bring to the role.*

Declaration- By signing this document:

I confirm that I am not disqualified from holding office for any of the reasons set out in the [School Governance \(Constitution\) \(England\) Regulations 2012](#).

I confirm that one of the following applies:

- I am the natural parent of a child at Gateway Primary School
- I have parental responsibility for a child at Gateway Primary School
- I have caring responsibilities for a child at Gateway C.E Primary School

Signature of nominee/applicant:

Date:

Completed nomination forms to be returned to the school office -
office.2254@gateway.oxon.sch.uk