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Headteacher: Miss Cathy Shephard

20th April 2026

Dear Parent(s)/Guardian(s)

Parent Governor Vacancy

We have a vacancy for a parent governor which we need to fill as soon as possible.

Newlands Primary School has always aimed for a partnership with parents which undoubtedly brings great benefits to the children. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor.

The governing body's main tasks are:

- to ensure that the school has a clear vision, ethos and strategic direction;
- to hold the headteacher to account for the educational performance of the school and its pupils;
- to oversee the financial performance of the school and making sure its money is well spent.

Parent governors are welcomed as valued members of the team and play a vital role in providing a parental perspective on strategic decisions. We know that there are parents prepared to take on this important role and give their time and commitment to help us to continue to improve the school's performance.

You would be expected to play an active role within the school, taking part in regular meetings and taking on special governor roles. The Full Governing Body meet in the evening, usually three meetings per term.

In looking to fill this vacancy the governors of the school have identified the following skills, experience and attributes that they feel would help strengthen the governing body:

- Passion to ensure the best education for every child at Newlands Primary School, and an ability to effectively contribute to the strategic discussions
- Connections to local businesses and the community

Together we belong, together we grow, together we achieve

- Understanding of school budgets and financial performance in increasingly challenging circumstances

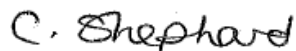
Training and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training.

If you feel you can help in this capacity, please contact the school office for an application form which will need to be completed and returned to the school by **12.00 noon on Monday 18th May 2026**. The guidelines giving full details about how vacancies are filled can be found on the school's website. You should also look at the information for prospective governors on the [Hampshire Governor Services website](https://www.hants.gov.uk/educationandlearning/governors/volunteer) (<https://www.hants.gov.uk/educationandlearning/governors/volunteer>).

Please note that for the protection of children all governor appointments are subject to a Disclosure and Barring Service Check and an identity check.

If there are more applications than vacancies, we will hold an election and you will be sent a voting paper in due course with details on how to vote.

Yours sincerely



Miss Cathy Shephard
Headteacher