



Coopers Lane Primary School

Pragnell Road, Grove Park, London SE12 0LF

T: 020 8857 7680

E: info@cooperslane.lewisham.sch.uk

W: www.cooperslane.lewisham.sch.uk



Head Teacher: Mr Paul Hooper

8th December 2020

Dear Parents and Carers,

Coopers Lane School needs you!

The governing body of Coopers Lane School needs a **new parent governor**. This is an elected position so all interested candidates will be presented for an online election by parents.

If you have any questions, we will be holding an open Zoom meeting on **Monday 14th at 4pm**. Please contact the office via info@cooperslane.lewisham.sch.uk for a link to the meeting.

What is a School Governor?

A governing body's role is to ensure that the school is being run well. Governors use their mix of expertise to work with the Headteacher (who is also a governor) in setting the school's vision and ethos, maintain policies, and monitor and support the Headteacher to ensure that it all comes together - within budget.

Who can apply?

The position is available to any parent or primary carer of a child registered with the school.

What is required of a governor?

Being a governor requires a regular commitment to meet, learn, gather information about the school and ask appropriate questions.

During this Covid period, our meetings and link work has been mostly remote, with on-site monitoring only when absolutely necessary.

Each governor should aim to attend;

- A full governing body meeting held once a term. Roughly 2 hours.
- A focused committee meeting held once a term, roughly 1 to 2 hours
- Attend an info gathering activity once a term. (Historically this was a whole day spent in school, seeing plans in action and meeting staff and children).
- Liaise with a member of staff as a "link" to discuss progress in a designated area, and create a brief report for the governing body.
- Attend Lewisham governors training as necessary (a few times a term) to improve their understanding (currently held virtually)

Additionally, governors can help to;

- Chair meetings.
- Help on interview panels; We aim to have a governor at all significant interviews.
- Very occasionally help on disciplinary and capability panels.
- Represent the school at open days, fairs, important visits etc.
- Help with inspections, such as Ofsted.

We are always fair at sharing out roles and responsibilities according to availability, and many employers respect the need for this time.



HEALTHY SCHOOLS
LONDON



Coopers Lane Primary School

Pragnell Road, Grove Park, London SE12 0LF

T: 020 8857 7680

E: info@cooperslane.lewisham.sch.uk

W: www.cooperslane.lewisham.sch.uk



Head Teacher: Mr Paul Hooper

A governor **must** have a successfully completed **DBS** check, and will be required to attend Lewisham's new governor induction training (1 day).

Governors **must** have the ability to keep information and plans absolutely confidential when required, and conduct themselves in a sensitive and appropriate manner.

What a governor is *not*.

Governors are **not** there to improve the schooling for their own children - they are there for the greater good of the school. The majority of information presented to governors is anonymised. Governors will be expected to avoid their own child's classroom when visiting the school, and not focus any challenge towards areas that solely relates to their child.

Governors do **not** have any direct authority over any other staff. The Headteacher runs the school.

What are the rewards of being a school governor?

Working with Mr Hooper, the senior leadership team and the other governors is an absolute pleasure, and always very positive and productive.

In helping as a governor, you will learn and hone many universal skills, that translate very well to other professions. All of the training is provided for free.

Overall Making our fantastic school even better!

Who does the governing body need?

The position is open to all. Primarily we need people who are able to spend the time and effort to help push the school forward; However, we could benefit from someone with HR skills.

The timeline.

If you could please ensure that any applications are in **before the end of term**. We will require a brief (half page) bio with a photograph, with which to introduce yourself to parents.

We will then present parents with an online survey to elect a candidate at the start of the new year.

We will hold an open Zoom meeting on **Monday 14th at 4pm**. Please contact the office via info@cooperslane.lewisham.sch.uk for a link to the meeting or to submit applications.

Thanks for your interest, we hope to hear from you soon.

James Green

Chair of the Coopers Lane Primary School governing body.



HEALTHY SCHOOLS
LONDON