

Walmley Infant School
Walmley Ash Road
Sutton Coldfield
B76 1JB
Telephone: 0121 351 1355
Website: www.walmleyinfantschool.co.uk
Email: enquiry@walmleyinfant.org
Head Teacher: Mrs H Murphy



Dear Parent/Carer,

26th September 2025

GOVERNOR VACANCIES SEPTEMBER 2025

1. Vacancy Details

Two new Parent Governor vacancies have arisen on our Governing Body.

Becoming a school governor is a **wonderful opportunity to help make a meaningful impact to our school and community**. As a governor, you'll gain valuable insights into our school's inner workings, becoming more familiar with its policies and operations. Additionally, serving as a governor enables you to contribute your expertise and ideas, influencing decisions that affect the school's direction and curriculum.

Governors serve four years term of office and under usual circumstances can expect to spend around ten days a year on governance duties. This includes:

- The Governing Body meets twice per term, (usually on Tuesdays starting 6pm in school). These meetings take on average about 2 hours;
- Preparing for meetings, for example by reading documents and drawing up questions;
- Visiting the school during the school day, (once per term) and writing up observations, (usually in line with the School Improvement Plan); and
- Becoming active in at least one Link Governor role (e.g. safeguarding, SEND, curriculum, finance).

Further details are available in the enclosed Walmley Infant School's Governor's Commitment 2025/26.

You will also be expected to undergo a Disclosure and Barring Service (DBS) check, sign a governors' Code of Conduct and have:

- a strong commitment to the role and improving outcomes for children;
- the inquisitiveness to question and analyse;
- the willingness to learn;
- good inter-personal skills;
- appropriate levels of literacy in English (unless a GB is prepared to make special arrangements); and
- sufficient numeracy skills to understand basic data.



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Training is available for all governors from both the GB and Birmingham City Council.

2. The Governor Election Process

If you would like to stand or nominate someone for election please complete the enclosed nomination form and return it to the school no later than **10th October by 3pm** either by email to information@walmleyinfant.org or in a sealed envelope to the school office. Self-nominations will be accepted, but if you are nominating another person, please seek their prior consent.

As part of the nomination process, the candidate may include a personal statement to support the nomination. There is no limit on the length of this statement, however, we encourage candidates to be succinct when setting out the skills, experience and attributes that they can bring to the GB.

The enclosed nomination form summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours in any consecutive 12-month period or who are elected members of the Local Authority are not eligible to stand in these elections.

Key Information: nominations can only be accepted from parents or carers who have children registered at the school on the day that nominations close. If there are more nominations than vacancies the election will be by secret ballot. If a ballot is necessary, voting papers will be sent to all parents / carers together with details of the ballot procedure by 14th October.

To find out more about our school's Governing Body please contact **Victoria Davis**, Chair of Governors, via the enquiry@walmleyinfant.org email. You can also visit our website at <https://walmleyinfantschool.co.uk/governance/>.

If you would like a paper copy of the nomination form, please visit the main school office.

Thank you, and we look forward to hearing from you.

Best regards,
Victoria Davis, Chair of Governing Body
Enc. Nomination form, Governor Commitment25/26

