



Join Our Mile Oak Primary Governor Team!

We're looking for **parent governors** to join the Mile Oak Governing Body — a team that helps shape the future direction of our school.

This is a wonderful opportunity to get involved in your child's school, share your ideas, and make a real difference to the lives of all our pupils. As a parent governor, you'll gain valuable experience, meet new people, develop teamwork skills, and learn more about how the school runs — all while helping us make Mile Oak an even better place to learn and grow.

Who Can Apply

We welcome **all parents and carers** with a child registered at the school to apply. We want our governing body to reflect the diversity of our community, so please don't worry if you've never worked in education before — **no previous experience is needed**, just an open mind, a willingness to learn, and some time to give. Training and support are provided.

Want to Know More?

We've included a short summary of what being a parent governor involves below. You'll also find a short video on our website <https://www.mileoakschool.co.uk/about-us/governors/>

If you'd like to chat about the role before applying, you can email our Chair of Governors, rosalindturner@mileoak.brighton-hove.sch.uk, to arrange a phone call or meeting.

How to Apply

If you're interested in applying, please complete the **application form** attached below.

We currently have **two vacancies** for parent governors.

If we receive more applications than vacancies, we'll hold an election. Each applicant will be asked to write a short statement (150–200 words) explaining why they'd like to be a parent governor and what they can bring to the role. These statements help other parents make an informed choice when voting.

You might want to include information about your work, your interests, your experience as a parent, or anything else you feel is relevant.

Applications close on Friday 6 March

If an election is needed, parents will receive the nominee information within a few days of the closing date and will be invited to vote for their preferred candidates.

Voting will close at **10.00am, two weeks after the closing date**, and the votes will be counted that day at **3.00pm**. Parents are welcome to attend the count.

Please also check the information on the nomination page for **grounds for disqualification** before applying.

Please send your application to office@mileoak.brighton-hove.sch.uk

A Bit More About the Role

How much time does it take?

Parent governors are elected for a **four-year term**.

You'll be expected to attend:

- A **Full Governing Body meeting** once a term (usually towards the end of term)
- **One committee meeting** each half term, depending on whether you join the *Teaching & Learning* or *Business* committee

Meetings run from **6.00–8.00pm**, and dates are listed on the school website.

You'll also spend some time preparing for meetings (about 10 days a year in total — or around half a day a fortnight during term time). If you take on a chairing role, this may increase to about 20 days a year.

There's also a **strategy meeting** at the start of the academic year, and opportunities to get involved with particular areas of school life through visits or meetings with staff.

Training and Support

Don't worry — you won't be on your own!

You'll take part in the **Governor Induction Programme** run by the local authority (around 5 hours total), which is offered both during the day and in the evening.

There are also online learning modules, additional courses, and expert advice available by phone or email whenever you need support.

Who's on the Governing Body?

Our governing body includes:

- 2 parent governors
- 1 staff governor
- The headteacher
- 1 local authority governor

- Up to 7 co-opted governors

Together, we help ensure that every child at Mile Oak has the best possible start in life.

What Parent Governors Do

Parent governors don't represent all parents, but they **bring a parent's perspective** to the governing body. You'll listen, question, and help make informed decisions that support the whole school community.

Main Responsibilities

- Helping shape the school's vision and priorities
 - Setting targets and monitoring progress
 - Supporting staff appointments and school improvement plans
 - Ensuring the school budget is well managed
 - Promoting good attendance and behaviour
 - Ensuring all children receive a broad, balanced education
 - Safeguarding pupils and maintaining a safe environment
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Typical Tasks

- Getting to know the school — its strengths, needs, and challenges
 - Attending meetings and joining panels or working groups
 - Asking thoughtful questions and supporting decisions once made
 - Acting in the best interests of the whole school
 - Taking part in relevant training
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We'd love to welcome more parents to our governing team — your voice matters and your involvement can really make a difference. **We look forward to hearing from you!** **Rosalind Turner**

Chair of Governors, Mile Oak Primary School

Nomination form for parent governor at Mile Oak Primary School

Please place in the nomination box in the school office by **Friday 6 March 2026**

Candidate:	Child:
<p>I certify that the information on this form is correct and that I am not disqualified for appointment as a school governor for any reasons given in Schedule 4 of The School Governance (Constitution) (England) Regulations 2012: http://www.legislation.gov.uk/ukxi/2012/1034/schedule/4/made.</p> <p>I agree to inform the clerk to the governors if I subsequently become ineligible.</p> <p>I understand that I will be asked to apply for a Disclosure and Barring check before appointed https://www.gov.uk/disclosure-barring-service-check.</p> <p>Candidate's signature:</p>	
<p>Candidate's supporting statement (between 150 & 200 words):</p>	

