

Ref: JZS/VAR

18 January 2019

Dear Parent

Re: Parent Governor Vacancies

We have vacancies for Parent Governors, which we need to fill as soon as possible.

Horndean Technology College 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 support the College, ensure that students receive high quality education and plan for future development and improvement.

Parent Governors also play a vital role in ensuring the Governing Body is aware of the views of parents and the local community, and they are welcomed as valued members of the team.

We feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the College's performance. The Governors are requested to attend six meetings each academic year which are held in the evening.

If you are prepared to put your name forward, please telephone Mrs Richards at the College on Extension 211 to request an application form. The return date for completed application forms is Friday 1 February 2019 by 12 noon.

The guidelines giving full details about how vacancies are filled, can be seen at the College Office. If there are more applications than required, we will hold an election using the on-line survey system (Survey Monkey).

Yours sincerely

Mrs J A Summerfield
Headteacher