Vacancy: Parent / Carer Governor

Information for applicants



October 2026

Kingsmeadow
Integrity, Resilience, Respect

Are you our next Kingsmeadow Parent Governor?

We welcome new voices to our Board of Governors and encourage our parents, grandparents and carers to take up an exciting opportunity to make a real difference to our school.

We are recruiting to the role of Parent / Carer Governor to join our Board and contribute ideas and support the school to continue to open future doors of opportunities for all of its students.

Being a Parent / Carer Governor is a voluntary position, but the impact you can make is invaluable. The role is a great way to get the wider community involved too, and help the school to continue its work and development that is focused around our core values of integrity, resilience and respect.

Why Become a Parent Governor?

As a parent of a child in our school you can bring a unique perspective to the Board. You are well placed to understand our parents' views and give a voice to Board members on how matters discussed affect parents. You can also make a huge difference by helping the Board to communicate effectively with other parents, grandparents and carers.

What is involved?

As a Parent / Carer Governor you will be called upon to attend one full governors' board meeting, one committee meeting and one school visit each term.
No previous experience is required. Training, such as annual safeguarding training is provided along with full induction training.

Who can apply?

Parents, grandparents and carers of a child in our school who have the passion and commitment to make a positive impact can nominate themselves for the role.

Would you like to know more?

For an informal discussion about this role with Mr Barrett, our Headteacher please email cconway@kingsmeadow.org.uk

How to apply

If you are interested in the rewarding role and would like to stand for election, please submit a self-nomination to cconway@kingsmeadow.org.uk

The deadline for self-nominations is Monday 16 November 2026. If required, self-nominations will be balloted and voted for by parents and carers in the following weeks.

Parent governor role description

A parent governor is a volunteer, usually a parent of a child who is currently attending the school, who has the relevant skills, commitment and enthusiasm to contribute towards the effective governance and overall success of the school.

Parent governors are in the best position to understand the views of parents, making them a valuable asset to any governing board as they can facilitate effective communication with the parent community and help the board understand how certain issues can impact parents and their children.

Although an integral component of the role is informing the board about parent-focussed issues, parent governors are not there to represent the views of other parents in the community. Parent governors are an independent governor, who should act as a part of the board, working towards the board's objectives, and voting and contributing as an individual and not a delegate for parents.

All governors share equal responsibility for the execution of the functions of the board, and the unique position of parent governors to relate to parents should not result in unfair expectations or an unfair distribution of workload or responsibilities.

Main responsibilities
General overview
Attend all full governing board meetings and relevant committee meetings promptly, regularly and for the full duration.
Prepare for meetings by reading all relevant paperwork and considering queries, feedback and potential issues to raise during the meeting.
Read relevant briefings and newsletters.
Support and stand by the decisions made by the governing board.
Respect and adhere to the confidentiality of governing board affairs.
Develop an in-depth understanding of effective governance as well as school policies and procedures.
Comply with all of the school's and governing board's policies and procedures, and promote compliance with these to the wider school community.
Represent the school in a positive and approachable manner.

Contributing to effective governance
Establish and maintain good working relationships with other governors and work effectively as part of a governance team.
Have a strong commitment to the school and its pupils, working in a way that reflects the vision and ethos of the school
Play a role in the board's overarching responsibility to set aims and objectives for the school, set policies and targets for achieving these aims and objectives, and monitor and evaluate the school's progress.
Support and defend board decisions, regardless of individual voting preferences, after the full governing board has approved a decision.
Remain objective and impartial towards school issues, and where being a parent and a governor leads to a conflict of interest for certain issues, report this to the chair of governors.
Act within the framework of the board's code of conduct, policies and requirements.

Representing parents
Be clear with other parents about the nature of the role, observing confidentiality and maintaining loyalty to, and cohesion with, the board at all times.
Facilitate and support effective communication between the governing board and the parent body.
Listen to and understand parents' concerns impartially to gain a wider conception of the issues parents in the school community are facing.
Guide parents to the appropriate channels and procedures, e.g. for processing complaints.
Ensure that the board maintains effective and appropriate accountability to parents.
Contribute to governing board meetings in a way that effectively represents personal views, the interests of parents, and the interests of the wider community.

School improvement
Develop an understanding of how the school works, its strengths, and areas for its improvement.
Contribute to the development and implementation of the governor monitoring plan, and carry out any monitoring activities assigned.
Attend school events and functions where appropriate.
Ensure school improvement and achieving the best possible outcomes for all pupils is the focus of all policy and strategic decision-making.
Contribute to the board's oversight of the financial performance of the school and ensure money is well spent.
Work in partnership with the headteacher, SLT and other governors to improve educational outcomes for pupils.
Apply personal and professional knowledge and skills to the objective of raising school standards.

Accountability
Understand the broader responsibilities of a governor and promote accountability for the actions of the board.
With the board as a whole, hold the Headteacher and the Senior Leadership Team (SLT) to account for the educational performance of the school and its pupils, and for the performance management of staff.
Provide accurate and considered feedback to the board, Headteacher and SLT as required, based on knowledge and experience.
Ensure familiarity with, and understanding of, the Headteacher's role and responsibilities with regards to the day-to-day leadership and management of the school.
Ensure familiarity with the national standards for Headteachers to appreciate the challenges and expectations associated with the role.

Communication and confidentiality
Contribute towards a culture of open and honest dialogue, ensuring that this is welcomed by all.
Ensure that effective communication is maintained with other members of the board.
Ensure that parents are kept up-to-date with matters that affect them without breaching confidentiality.
Maintain discretion regarding governing body affairs and do not discuss governance matters with anyone who is not a governor.

Professional development and self-evaluation
Invest time in personal and professional development, including by attending relevant governance training.
Identify any gaps in knowledge, skills and experience and take responsibility for personal learning and development, including by attending school-organised training.
Contribute towards periodic reviews of the board's effectiveness, measured against the Ofsted criteria for effective governance and the Department of Education's competency framework for governance.

Parent / Carer Governor self-nomination form

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Complete this form or submit an electronic self-nomination. Click here.

Full name	
Full name of child / guardian	
Your email address	
Your telephone number	

Declaration

Please tick the boxes as appropriate

	I would like to self-nominate to be a Parent / Carer Governor of Kingsmeadow Community School.
	I can commit to a meeting and a school visit each term.
	I can commit to completing induction training for the role.
	If there is the need for a ballot, I will write a short description of what I can bring to the role.

Your signature	
Date	

Please return your hand written nomination form to Kingsmeadow Community School, Market Lane, Dunston, Gateshead NE11 9NX by Monday 16 November.