



# Join St Hild's C of E School Local Governing Committee!

Help our school continue to improve for the benefit of all our pupils.  
Become a volunteer in the Local Governing Committee (LGC)!

We have a vacancy for a staff member!

## REQUIREMENTS

You must be

- A staff member of St Hild's, either employed by the Trust or a contractor
- Committed to all children in your community receiving the best possible education
- Able to work as part of a team

## COMMITMENTS OF THE ROLE

- The Local Governing Committee meets 6 times a year, after school
- In between meetings, LGC members visit school during the day to see the school in action and report back what they find
- You will be appointed for four years (although you can resign at any time)

## THE LGC WORK TOGETHER TO

- Get to know the school well and visit to find out more
- Support and challenge the Headteacher and staff to continuously improve the school
- See the big picture – we don't get involved in the operational day-to-day running of the school, but rather the strategy

## HOW WE WILL SUPPORT YOU

- We will provide an induction to your role as a LGC member
- You will have access to training to develop your knowledge and skills through online platforms and a CPD programme
- An experienced member of the LGC will be your 'buddy' to work alongside you and answer questions

On the next page you will find a letter with more information about how you can nominate yourself to join the Local Governing Committee. You will need to fill in a short form to tell us more about yourself – please contact the school office if you need any help with completing this or would like it in an alternative format.

St Hild's Church of England School is part of NEAT Academy Trust and the Local Governing Committee reports to the Trust Board. It is important that the people who work at or volunteer with NEAT Academy Trust are representative of our communities. We welcome applications from people of all backgrounds and lived experiences, however we are particularly interested in people who identify as Black, Brown or Person of Colour or have experienced race discrimination as they are currently under-represented in the trust's governance population compared with our pupil population.



# ST. HILD'S CHURCH OF ENGLAND SCHOOL

KING OSWY DRIVE • HARTLEPOOL • TS24 9PB

Tel: 01429 273041 • Fax: 01429 232235

**Headteacher:** Mrs. T. Gibson, BEd. Physics.

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At St. Hild's Church of England School we aim to provide all of our pupils with a world class education in a Christian context.  
We expect to find God at work in our school.

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Thursday 27<sup>th</sup> June 2024

Dear Colleague

## **Nomination of Staff Member of the Local Governing Committee of St Hild's Church of England School**

I am writing to invite you to nominate yourself as a staff member of the Local Governing Committee (LGC) for our school. We have one staff member on the LGC and this position is currently vacant.

Each of the seven schools within NEAT Academy Trust has its own (LGC), which reports to the Trust's Board of Directors. It is important for the LGC to have a diverse range of people who bring different skills, experiences and views but who are all committed to the future success of our school and all of its pupils.

### **Being a Local Governing Committee member**

You can see more information about the role of a local governor and the skills required in the Local Governing Committee Member Role Description and Person Description attached to this letter. The role description sets out what is expected of LGC members and the Trust will provide induction and continuing professional development to support you in the role.

If you would like to find out more, please read the recruitment pack which can be found in The staff room or see the Governance Vacancies page on our school website which has a leaflet about Becoming a local governor: <https://sthilds.neat.org.uk/governance-vacancies/>. You can also get in touch with Emma Phillips, Clerk to the Local Governing Committee in the NEAT Central Team at [governance@neatat.org.uk](mailto:governance@neatat.org.uk) or on 0191 820 4756 for an informal discussion.

### **Nomination Process**

Nominations must be from a member staff who meets one of the following criteria:

- a NEAT employee whose contract of employment requires them to work solely at this school or at more than one school within NEAT including this school (excluding members of the NEAT central team who may be required to work at any school in the trust);
- a member of staff engaged by a contractor to work solely at this school or at more than one school including this school on a regular basis, regardless of whether the other school(s) are in NEAT; or
- engaged by the school on a self-employed basis to work wholly or partly at the school on a regular basis.

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*"I have come that they may have life in all its fullness."* - John 10:10

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If you would like to nominate yourself as a staff member of the local governing committee, please complete the enclosed nomination form and return it to Natalie Barnes – [n.barnes@neatat.org.uk](mailto:n.barnes@neatat.org.uk) no later than **12.30pm on Monday 15<sup>th</sup> July 2024**.

### **Election process**

If the number of nominations is equal to or fewer than the number of vacancies, then all those nominated will be elected unopposed.

If there are more nominations than vacancies an election will be held by secret ballot. If that is necessary, voting papers - including the supporting statement submitted by each nominee - will be sent to all relevant staff together with details of the ballot procedure.

If no nominations are received, the election process will be restarted and nominations sought from those eligible on the new closing date for nominations.

Staff will be notified of the outcome of the process by email from Natalie Barnes in due course and will also be discussed at staff briefing.

I would like to encourage you to consider becoming a Local Governing Committee member and take an active role in shaping our future as a school within the local community.

Yours faithfully,



Mrs T Gibson  
Headteacher and Returning Officer

Encs.

- Local Governing Committee Member Recruitment Pack
- Staff LGC Member Nomination Form