

Tuesday 12th May 2026

Dear Parents/Carers

Re: Invitation to Nominate for Parent Governor

I am writing to inform you that there is currently a vacancy for a Parent Governor on the Governing Board of William Byrd Primary School. We are therefore inviting parents and carers of children registered at the school to nominate themselves for this role.

Parent Governors play a vital role in the strategic leadership of the school. They work with the Head of School and other Governors to help set the school's direction, ensure high standards of education, and promote the wellbeing of all pupils. No prior experience of governance is required, as training and support are provided.

A Parent Governor is appointed for a term of four years and is expected to attend four governing board meetings a year: one in person and 3 online. You will have an area of focus in the school and asked to come and meet with the Head of School and staff to learn more about that area. We are looking for governors who are interested in supporting the school to be the best it can be, bring appropriate challenge and expertise to support this in our journey.

How to apply:-

If you wish to stand for election, please complete the form below by **noon on Friday 30th May**:

[William Byrd Primary School Parent Governor Nomination – Fill out form](#)

Should there be more nominations than vacancies, an election will be held, and all parents/carers will be invited to vote.

If you would like further information about the role, please email the school at enquiries@williambyrd.school and we will be happy to arrange a meeting with Ms Edwards to talk about the role.

We encourage all parents and carers to consider nominating themselves, as the Governing Board benefits greatly from having a diverse range of perspectives and skills.

Thank you for your continued support of William Byrd Primary School.

Yours sincerely
Ms N Edwards
Head of School