



Eltham Hill  
SCHOOL

Eltham Hill, Eltham, London SE9 5EE  
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14<sup>th</sup> October 2021

Dear Parent

Headteacher: Ms E Podmore

I am writing to invite you to become a Parent Governor at Eltham Hill School. The Governing Body is made up of representatives from staff, parents, Royal Borough of Greenwich and the community. We currently have two vacancies for Parent Governors that we are keen to fill. The responsibility of the Governing Body is to ensure that the school strategically plans for the future and works with the Headteacher to develop students' education. Your voice is important to the Governing Body. I know there are a number of interested parents and I would like to give you all an opportunity to play a key role within the Governing Body, if you feel this is for you.

The Governing Body is structured with three sub-committees:

### Teaching, Learning & Assessment

Three meetings per academic year, which begin at 6.30 p.m. - 8.30 p.m. The Teaching, Learning & Assessment meetings cover areas of managing the curriculum for the school, curriculum planning, reviewing teaching & learning practices and outcomes, reviewing student progress and results.

### Operations

Three meetings per academic year, which begin at 6.30 p.m. to 8.30 p.m. The meetings cover school budgets and expenditure, oversight of school premises, health and safety and the school environment.

### Inclusion and Well Being

Three meetings per academic year, which begin at 6.30 p.m. to 8.30 p.m. The meetings cover an overview of the quality of inclusion and well-being for students and staff including performance of groups, SEND, Pupil Premium, Safe Guarding and the Pastoral Core Curriculum, Equalities, Behaviour and Attendance.

In addition, there are also three annual strategy meetings, where we develop the future strategy of the school, and three full Governing Body meetings, where we review and discuss the whole school development plan, policies and achievements, to name a few areas. All these meetings are held in school at 6.30 p.m. – 9.00 p.m. We aim to give clear direction to enable Eltham Hill to be the best school possible, whilst allowing students to achieve their potential. Parent Governors choose to become a member of two sub-committees and become actively involved within the school. You would also be expected to attend the full Governing Body meetings regularly.

The Governing Body would particularly like to encourage applications from Black & Ethnic Minority parents; they are under represented on our Governing Body and we wish to ensure we have a Governing Body that reflects our school community.

If you feel this is a role for you, please send a single page of A4 outlining your skills and experiences, to Debbie Marshall – HR Administrator at [governors@elthamhill.greenwich.sch.uk](mailto:governors@elthamhill.greenwich.sch.uk) by 9 a.m. on Monday 26<sup>th</sup> October 2021.

I look forward to hearing from you.

Kind regards,

*Christine Butler*

Christine Butler  
Chair of Governors

