

St. Michael's Catholic Primary School  
Guion Street  
Liverpool L6 9DU  
Tel: 0151 263 8460 Fax: 0151 263 4120  
Headteacher Mrs Alyson Rigby



Email [michaels-ao@st-michaels.liverpool.sch.uk](mailto:michaels-ao@st-michaels.liverpool.sch.uk)  
[www.stmichaelscatholicprimary.co.uk](http://www.stmichaelscatholicprimary.co.uk)

*"With Jesus, we can  
achieve what we  
dream and believe"*

To: Parents/and those with parental responsibility of  
Registered Pupils of St Michael's Catholic Primary School

25<sup>th</sup> January 2023

Dear Parent,

## ELECTION OF PARENT GOVERNOR(S)

I write to invite nominations from parents to fill two vacancies for Parent Governor on the Governing Body.

The successful candidate will become a full member of the Governing Body and serve for a term of four years to start as soon as possible.

To be eligible for election, your child must be a registered pupil of this school when the election takes place. **Details of the election procedure are on the links below.**

Governing Body meetings of this school are usually held twice per term at 4.00pm on Tuesdays but this could be changed if necessary to suit the convenience of the majority of Governors. Meetings usually last for approximately three hours. The dates of meetings this year are included below.

Effective governing bodies require expertise and experience in analysing performance data, in budgeting and driving financial efficiency, and in performance management and employment issues. A full induction and training will be provided for new governors help them fulfil the role.

All governors need a strong commitment to the role and to improving outcomes for children, the inquisitiveness to question and analyse, and the willingness to learn. They need good inter-personal skills, appropriate levels of literacy in English and sufficient numeracy skills to understand data. Nominations would be particularly welcome from parents who are able to demonstrate these qualities as well as being able to represent school community.

It is important that appropriate checks are made on anybody who will be working in a school to prevent unsuitable people from gaining access to children. Accordingly, new governors must agree to provide proof of identity and undergo a criminal record check in line with current advice issued by the Department for Education.

If you wish to have further information regarding being a governor I should be pleased to answer your queries. Alternatively, you may wish to contact the School Governor Services team: telephone 0151 233 3939 or email [terry.brown@liverpool.gov.uk](mailto:terry.brown@liverpool.gov.uk).

Yours sincerely  
Alyson Rigby  
Headteacher

Please click below for timetable and nomination form

[Election Timetable](#)  
[Parent Governor Nomination Form](#)



MUSIC MARK  
SCHOOL



# St. Michael's

## Governing Body

### Meeting Schedule for 2022-23



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#### Full Governing Body Meetings

##### Autumn Term

Tuesday 1st November 2022 4pm

Tuesday 13<sup>th</sup> December 2022 4pm

##### Spring Term

Tuesday 7<sup>th</sup> February 2023 4pm

Tuesday 28<sup>th</sup> March 2023 4pm

##### Summer Term

Tuesday 23<sup>rd</sup> May 2023 4pm

Tuesday 11<sup>th</sup> July 2023 4pm

**Full Governing Body Meetings 4pm**

**Training Dates:**

**Friday 7<sup>th</sup> October All Day Review of Mission Statement**

#### Committee Meetings

T & L (Teaching & Learning)  
F & E (Finance & Executive)  
H & S (Health & Safety)

These will continue to be integrated into the full Governors Meeting but Health and safety will meet as a committee.

#### **Health and Safety Meetings**

##### Autumn Term

Tuesday 4<sup>th</sup> October 2022

##### Spring Term

Tuesday 28<sup>th</sup> February 2023

##### Summer Term

Tuesday 27<sup>th</sup> June 2023

**Committee Meetings start at 4pm**

TEL 0151 263 8460