St. Michael's Catholic Primary School
Guion Street
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Headteacher Mrs Jade Gordon

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"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

24th November 2026

Dear Parent,

ELECTION OF PARENT GOVERNOR

I write to invite nominations from parents to fill a vacancy for a 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.

Yours sincerely
Jade Gordon
Headteacher

Please click below for timetable and nomination form

Election Timetable
Parent Governor Nomination Form

St. Michael's

Governing Body

Meeting Schedule for 2026-27

Full Governing Body Meetings

Autumn Term

Tuesday 13th October 2026

Tuesday 15th December 2026

Spring Term

Tuesday 9th February 2027

Tuesday 23rd March 2027

Summer Term

Tuesday 18th May 2027

Tuesday 13th July 2027

Full Governing Body Meetings:

4pm start

Training Dates:

Autumn term 2 2027 governor training day (out of school) – date tbc

3:00pm – Tuesday 9th February 2027 – in school

3:00pm – Tuesday 18th May 2027 – in school

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 10th November 2026

Spring Term

Tuesday 9th March 2027

Summer Term

Tuesday 22nd June 2027

Committee Meetings: 4pm start