



Fort Hill Community School

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Cranbourne Business & Enterprise College

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1 October 2015

Dear Parents/Carers

Following the exciting formation of the Federation we are now looking for new Governors. This is a fantastic opportunity for you to become more involved with the school and to make a difference to the future of our young people. You do not need to be an expert in the field of education. The most essential requirement of a Governor is to have an interest in the school and in the welfare of the students together with the time and willingness to get involved.

The Federation Governing Body plays an important role in ensuring the success of both schools. It is responsible for both the conduct and for promoting high standards at Cranbourne Business and Enterprise College and Fort Hill Community School. The Governing Body sets the vision for the schools and then ensures that they work efficiently and effectively towards achieving this vision. This is done by building a thorough knowledge of the schools and their respective communities, by both supporting and constructively challenging the schools, and by ensuring accountability and compliance. The Federation Governing Body is made up of Parents, Staff, Local Authority and Co-opted Governors.

Being a Governor is extremely rewarding and can bring many benefits including:

- The knowledge that you are helping schools and students
- The satisfaction of giving something back to the community
- A sense of purpose and achievement
- New skills which can be used elsewhere
- Broader horizons
- New friends and a wider circle of associates
- Training and support in order to help you fulfil your duties and responsibilities

In return we hope that you are able to offer your time to attend meetings, read documents, visit the schools and attend training. To carry out the role of a Governor you need to be committed, flexible and tactful with the ability to work as part of a team. You will be required to assimilate information, make judgements and take decisions but you will not be expected to do this on your own but in conjunction with other members of the Governing Body.

If you feel that you would like to find out more about being a Governor and how you can contribute to the future of our Federation please email the Clerk to the Governing Body, Claire Birtles (c.birtles@cranbourne.hants.sch.uk) with your contact details. These will be passed to the Chair who will then arrange to meet with you to discuss what is involved and answer any questions you might have.

We look forward to hearing from you.

Yours faithfully

A handwritten signature in black ink, appearing to read 'B Elkins', with a long, sweeping underline that extends to the right.

B Elkins
Executive Headteacher