



FIRS FARM PRIMARY SCHOOL

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Email: office@firsfarm.enfield.sch.uk

Website: www.firsfarm.enfield.sch.uk

Headteacher: Mrs. Nuala Husband

January 16, 2026

Dear Parent/Carer

Parent/Carer Governor Election January 2026

The governing body has a vacancy for a parent/carer governor to join the board. This follows the end of term for one of our Parent/Carer Governors. Please see more details about the governing body and the role of Parent/Carer governor below. Alternatively you can find more details on [Firs Farm Primary School - Parent/Carer Governor Election](#)

The Firs Farm Governing Body is a friendly, inclusive board that has members from all walks of life. We have 2 spaces kept for Parent/Carer Governors to give us a unique parental perspective. The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance.

The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

ABOUT THE ROLE OF GOVERNOR

As a parent governor, you'll work with the board to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the board is connected with, and is aware of the views of, parents and the local community.

To be a parent/carer governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing board delivers effective governance

Expectations of governors

- Attendance at meetings
- Maintaining confidentiality
- Committing to training
- Visiting the school
- Time commitment which includes:
 - Attendance at meetings: all governors must attend at least 3 meetings of the full board per year alongside committee meetings. The term of office is 4 years.

Usually governors sit on a committee focused on an area they have knowledge of, or are particularly interested in, for example the finance committee. Committees generally meet up to 3 times a year.
 - Preparation for meetings includes reading papers and preparing questions for senior leaders is an integral part of the role and a basic expectation.
 - You will also be expected to undertake any training required to enable you to discharge your role effectively.
 - Governors are also expected to visit the school while it is open to pupils at least 2-3 times per year or as directed by the Chair of the Governing Board

WHO CAN STAND FOR RELECTION

Every parent or carer of a registered pupil at Firs Farm Primary School is entitled to stand for election except someone who is

- an elected member of the Council;
- paid to work at the School for more than 500 hours in a 12-month period.

If you would like an informal discussion about the Governing Body and/or the role please contact the school office (office@firsfarm.enfield.sch.uk) to arrange a time with either Corinne David (Chair of the Governing Body) or Nuala Husband (Headteacher).

HOW TO APPLY

You can apply filling out the nomination form on [Firs Farm Parent/Carer Nomination form January 2026 – Fill in form](#). This also includes the eligibility declaration that all candidates must complete. Alternatively you can complete the form that was attached to this letter and return it to the school office either sealed in an envelope or via an email to office@firsfarm.enfield.sch.uk.

Nominations open at 8am 19th January and close 5pm on 27th January.

ELECTION TIMELINE

19th Jan- 27th Jan 2026: Nominations open on 19th and close on 27th Jan 2026.

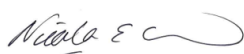
29th Jan - 10th Feb 2026: Ballots open on the 29th Jan and close on the 10th Feb. Every parent/carers will be allowed one vote (either online or via paper). *If there is only one nomination that person will be invited to join the governing body without a ballot.*

11th February 2026: Votes counted and confirmed

12th February 2026: Results announced. Candidates informed.

The successful candidate will be required to have a DBS check. As this position is exempt from The Rehabilitation of Offenders Act 1974 you will be required to declare all unspent and spent cautions and criminal offences, including any pending convictions. The disclosure of a criminal record or other information will not necessarily debar you from volunteering as a Governor. This will depend on the nature of the position and the circumstances, nature and background of your offence(s).

Yours sincerely,



Nuala Husband
Head Teacher



FIRS FARM PRIMARY SCHOOL NOMINATION FORM



Parent governor election January 2026

Please complete by **January 27th 2026**. Return this form either in a sealed envelope to the school office or via email office@firsfarm.enfield.sch.uk. If you would like a hardcopy of this form please request this via the school office.

Alternatively complete this via [Firs Farm Parent/Carer Nomination form January 2026 – Fill in form](#)

Candidate name:	
Candidate address:	
Candidate statement:	<p><i>(In this section, outline:</i></p> <ul style="list-style-type: none">➤ <i>A brief note about you</i>➤ <i>The skills and experience you have that the governing board requires</i>➤ <i>Your commitment to undertaking training to acquire or develop the skills needed to be an effective governor</i>➤ <i>If applicable, details of your contribution to the work of the governing board during your previous term of office</i> <p><i>How you plan to contribute to the future work of the board)</i></p>

I confirm that I am a parent or carer of a registered pupil at Firs Farm Primary School and I am not:

- An elected member of the local authority
- Paid to work in the school for more 500 hours in any consecutive 12 month period

Signed: _____ **Date:** _____