



St Sebastian's  
Catholic Primary School

Holly Road  
Liverpool  
L7 0LH

Tel : 0151 260 9697

sebastians-ao@st-sebastians.liverpool.sch.uk



St. Cuthbert's  
Catholic Primary School

30 Church Road  
Liverpool  
L13 2BA

Tel : 0151 228 4137

cuthberts-ao@st-cuthberts.liverpool.sch.uk

24.2.25

Dear parent / carer,

St Cuthbert's Catholic Primary School and St Sebastian's Catholic Primary School are federated schools. They are individual schools with their own identities and share one governing body. Sustained cooperation and collaboration enhance the success of our federation and benefit both Catholic communities, in the Spirit of Jesus Christ.

As a federation, we are writing to invite you to stand for election as a parent / carer of the federation of St Cuthbert's & St Sebastian's Catholic Primary Schools. We currently have two Parent Governor Vacancies, the term of office of which is 4 years and we are seeking nominations from those who would like to serve their children's school, **we have extended the closing date to encourage further interest in this unique and rewarding role.**

#### *The role of the governing board*

Governors work together to:

- Develop a vision
- Oversee financial performance and ensure that money is well spent
- Hold the Head teacher to account for the educational performance of the school
- Engage with pupils, staff, parents / carers and the wider community to understand their views.

#### *Who can stand for election?*

To be able to volunteer you need to be a parent, carer (or someone who has parental responsibility) for a child at St Cuthbert's Catholic Primary School or St Sebastian's Catholic Primary School. You do not need any specific qualifications.

To fulfil the role, you will need to:

- Attend Full Governors meetings (a minimum of 6 each year)
- Attend committee meetings (1 per half term)
- Visit the schools occasionally

- Take part in induction training and ongoing development

Every governing body needs a balance and diversity of knowledge, skills and experience. The governors would welcome applications from parents / carers who are representative of our school communities. Please note this is a voluntary role and therefore it is not a paid position.

***How to apply***

**If you would like to apply, please complete the enclosed nomination form and return it no later than Wednesday 12<sup>th</sup> March to:**

[cuthberts-ao@st-cuthberts.liverpool.sch.uk](mailto:cuthberts-ao@st-cuthberts.liverpool.sch.uk) OR [sebastians-ao@st-sebastians.liverpool.sch.uk](mailto:sebastians-ao@st-sebastians.liverpool.sch.uk)

Alternatively, you are welcome to hand your nomination into the school office of either school.

If there are more nominations than vacancies, we will conduct a ballot. If that is necessary, voting papers and instructions will be sent to parents & carers.

Yours sincerely

Pat Moloney  
Chair of Governors

Claire Bellis-Knox  
Head Teacher  
St Cuthbert's

Gill Murphy  
Executive Head Teacher  
St Sebastian's

Joanne McCormick  
Interim Head Teacher  
St Sebastian's



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### Parent Governor Nomination Form

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| Election of parent governor at the federation of St Cuthbert's & St Sebastian's Catholic Primary Schools   |  |
| Nominee Name:  |  |
| Nominee Contact Details  |  |
| Nominee Personal Statement (maximum of 250 words)  |  |
|  |  |
| I confirm that I am willing to stand of election as a parent, carer (or someone who has parental responsibility) for a child at St Cuthbert's Catholic Primary School or St Sebastian's Catholic Primary School and that I am not disqualified from holding office for any reason. |  |
| Signature  |  |