



Charlton Kings Infants' School

'The wings to fly, the confidence to try'



Lyefield Road East, Charlton Kings, Cheltenham, GL53 8AY

Telephone: (01242) 514483
Email: secretary@ckis.org.uk

Head teacher: Katie James BA (Hons) QTS

Tuesday 23rd September 2025

Dear CKIS parents and carers,

I am writing to you on behalf of the CKIS governing body to extend a warm welcome to our new families, and a 'welcome back' to those returning from the summer break.

The CKIS governing board is a wonderful group of dedicated members of our local community, parents, and staff, who share their wide-ranging skills and expertise to support the school. This term, the school will be holding elections for new parent governors. I am writing to you in advance of this to provide some information about the role of parent governor, and to invite you to consider standing for this important and rewarding position.

The core functions of the governing body are:

- Ensuring clarity of vision, ethos and strategic direction of the school.
- Holding senior leaders to account for the educational performance of the organisation, its pupils, and the performance management of staff.
- Overseeing the financial performance of the organisation and making sure its money is well spent.

The full governing body meets four times a year, usually at 18:00, with meetings lasting approximately 90 minutes. In addition to these, all governors are invited to hold a position on one of three committees: Finance and Operations, Audit and Curriculum and Standards. Governors choose which committee to serve on, selecting the committee which best suits their experience, skills and interest. Each committee meets termly at a mutually agreed time and date.

Each governor is also aligned to a curriculum area (such as Maths or History) and is invited into the school to carry out monitoring visits, experiencing how their subject is taught and meeting with the subject lead teacher. Additionally, governors are encouraged to support the school during special events, wherever possible.





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All parents and carers of CKIS and Kindergarten children are warmly invited to stand for this role; there are no particular qualifications required. Our Governance Professional, Ruth Watson, will be in touch later in the term with further details on the election process and information on how to stand. However, if you would like to speak to an existing governor about their experience, would like to express interest in the role, or have any further questions before this, please don't hesitate to get in touch via chair@charltonkings-inf.gloucs.sch.uk.

Best wishes,

Alan Waller
Chair of Governors.

