



# Hayle Academy

06<sup>th</sup> May 2026

Dear Parent/Carer

I am writing to inform you of a vacancy for the role of parent member on our Local Monitoring Committee.

You will know that our school is part of the Truro and Penwith Academy Trust. As part of the structure of the Trust, we have Local Monitoring Committees who carry out a monitoring role in order to provide oversight for each school.

## **The role of the Local Monitoring Committee**

The school's local monitoring committee is responsible for providing confident and strategic leadership, and creating robust accountability and oversight of the school's performance.

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

The committee are not, however, involved in the day to day running of the school, this being the responsibility of the school leadership team.

## **The role of a parent committee member**

As a parent member, you'll work with the committee to make sure it effectively carries out its duties. You'll also play a vital role in bringing a parental perspective to the committee, but you're not there to speak 'on behalf' of the parent body.

To be a parent committee member you should have:

- A strong commitment to the role and to improving outcomes for all children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- Relevant skills required to make sure the committee delivers effective governance

We have a wide range of training available including local Governor support networks so there is no expectation that you have any prior experience of Governance or background in education.

## **Expectations of committee members**

Committee members are expected to regularly attend meetings held each half term; these are usually on a Wednesday at 5pm and generally last a couple of hours. Committee members are also expected to maintain confidentiality, attend training, make focused visits into school to meet with staff and students and to contribute in a wide variety of ways. The term of office is 4 years.

## How to apply

If you're interested in applying for the role, please complete the form attached to this letter and return to Mrs Sanchia Pascoe, Local Governance Officer at [sgovernance@tpacademytrust.org](mailto:sgovernance@tpacademytrust.org) by **5pm on Wednesday 13<sup>th</sup> May**.

If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if this is necessary.

If you have any queries about this process or would like to find out more about the role, please contact Sanchia Pascoe by emailing [sgovernance@tpacademytrust.org](mailto:sgovernance@tpacademytrust.org).

Yours sincerely



Mr Mark Arnold  
Local Monitoring Committee Chair.

3 High Lanes, Hayle, Cornwall, TR27 4DN [enquiries@hayle.tpacademytrust.org](mailto:enquiries@hayle.tpacademytrust.org) 01736 753009

**Executive Headteacher: Mrs Jan Woodhouse Head of School: Mrs Melissa Lock**

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Registered office: Academy House, Truro Business Park, Threemilestone, Truro, TR4 9LD





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

I confirm that I am a parent or carer of a registered pupil at the school.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_