Dear Parent(s)/Guardian(s)

The Governors of Powell's C of E Primary School and Sapperton C of E Primary School have voted to proceed with the Federation of the two schools under the name **The Forum Learning Federation**, to commence on **5 January 2026**. As you may remember from the proposal circulated in June, a federation is a group of two or more schools that work together under a shared governance structure. The federated Governing Board will comprise 12 members:

Type of Governor	**Number**	**Detail**
Parent Governor	2	Elected across both schools as required by the Department of Education
Headteacher	1	Executive Headteacher
Staff Governor	1	Elected across both schools
Local Authority	1	Nominated by Gloucestershire County Council
Foundation Ex-officio	1	Holding as result of their position as an officiating minister in the Ecclesiastical parish of Cirencester or Sapperton with Frampton Mansell
Foundation Governors	3	Appointed by the Gloucester Diocesan Board Of Education after consultation with the Parochial Church Council of either school
Foundation Governors	3	Appointed by the Gloucester Diocesan Board Of Education after consultation with the Trustees of the Powell's Educational Foundation

Therefore we are now looking to invite **two** Parent Governors to join the federated Governing Board—please note that the two vacancies are elected across both Powell's and Sapperton; to serve as a Parent Governor, you will be required to serve the federation rather than the individual school your child attends.

A Parent Governor is elected by and from the parents of the children currently attending Powell's or Sapperton. The term of office lasts **four years** and Governors bring an important and valued perspective to the strategic work of the Governing Board. The Governing Board plays a vital role in ensuring every child receives the best possible education.

You can find out more about the role of a School Governor here:
https://www.gloucestershire.gov.uk/education-andlearning/become-a-school-governor/

If you would like to find out more before applying, you may find it helpful to speak to a current Governor—please email the Clerk to Governors to arrange this: clerk@powells.gloucs.sch.uk

A variety of skills and experience are essential in ensuring the effective governance and success of the schools. Personal qualities and capabilities, such as the capacity and willingness to learn and work as part of a team, are key for a Governor. It is also expected that Governors will make use of the various training opportunities available to them, commit sufficient time to the position and play a full part in the work of the Governing Board.

There are a number of Governors across the respective schools who will be continuing in their roles as Foundation Governors for the Federation. Having audited the skills and experience of those Governors we are particularly keen to invite a Parent Governor with **experience of managing health and safety, estates and premises** to fill one of the Parent Governor roles. This is likely to be a significant asset for the Governing Board particularly in light of the recently introduced requirement for schools to hold lengthy and detailed Estate Management Plans.

If you are interested in joining the new Governing Board, please complete the form via this link: https://forms.cloud.microsoft/e/t846afuAd4

In your application, please include:

- Information about why you wish to become a Parent Governor
- The skills and experience you can bring to this role

Please note, this information will be included on ballot papers that will be sent to parents and guardians should we receive multiple applications.

If you require a paper copy, there will be forms available in the school office.

The deadline to submit the form is **12 noon on Friday 6 November 2026**.

If there are more nominations than vacancies, a ballot will be held and you will receive instructions about this in due course.

Yours

Caryn Putney (Chair of Governors at Powell's) and Line Whitfield (Chair of Governors at Sapperton)

Election of Parent Governors for The Forum Learning Federation

Application Form

Name:

Address:

Email Address:

Telephone Number:

Please tick to confirm:

	I declare that I have a child on roll at one of Powell's C of E Primary School and Sapperton C of E Primary School, and am eligible and willing to serve as a Parent Governor
	I understand that this post requires me to hold a DBS certificate

Signature:

Candidate's statement (including skills, experience and why you wish to become a governor) for inclusion on ballot paper. Please keep this to no more than half a page of A4 paper.

Completed nomination must be returned to the school by: ***12:00 noon on Friday 6 November 2026.***