



15<sup>th</sup> April 2026

Our ref: HEB/hsa

Dear Parents and Carers,

## Foundation and Parent Governors

We are writing to both existing and prospective parents to invite expressions of interest in becoming a Foundation or a Parent Governor at St Bernard's High School.

Being a governor is a rewarding opportunity to contribute meaningfully to the strategic direction of the school, working collaboratively to ensure the very best outcomes for our students. Governors support and challenge school leadership, helping to shape the future of St Bernard's in line with our shared values and vision.

The role does involve a commitment of time, including attending governing body meetings, undertaking school visits, completing governor training, and reviewing key policies. On average, this equates to approximately one hour per week over the course of the year.

We are particularly keen to hear from individuals who bring experience in finance. We are also keen to hear from individuals who understand the use of data, especially within a secondary school context. However, most important is your commitment to the role and to the Catholic life of the school.

## Foundation Governors

Foundation Governors play a vital role in preserving and developing the Catholic ethos of our school. As such, applicants must be practising Catholics who are committed to supporting the mission of Catholic education. This includes promoting Gospel values, nurturing the faith life of the school community, and ensuring that the distinctive character of Catholic schooling is upheld in all aspects of school life.

If you would like to learn more, we would be very happy to arrange an informal conversation with myself, or with the Chair or Vice Chair of Governors, where we can explain the process of application to you. Please email Mrs Samuels on [hsa@stbernards.southend.sch.uk](mailto:hsa@stbernards.southend.sch.uk).

## Parent Governors

If you feel that you may not be able to serve as a Foundation Governor, but are interested in becoming a Parent Governor, we would still very much encourage you to come forward. Please email Mrs Samuels at [hsa@stbernards.southend.sch.uk](mailto:hsa@stbernards.southend.sch.uk) if you would like to arrange an informal conversation.

In your email to Mrs Samuels, please provide a brief outline of yourself and your experience. All expressions of interest for Parent Governor roles will go to a vote within the school community of parents and carers.

Thank you for considering this opportunity and for any time you are able to give in service to our school community. If you are interested, please could you submit your expression of interest by Friday 1<sup>st</sup> May 2026.

Kind regards



Mrs H Barnes

**Headteacher**