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Headteacher: Duncan Greig

Tuesday 25<sup>th</sup> June 2019

Dear Parents & Carers

### Parent Governor Election

I wrote to all parents on 24<sup>th</sup> May 2019 to invite nominations for the two vacancies for parent governors. There has been a good response and there are 4 candidates for the 2 places. This means that we must now hold an election and parents are required to vote for their preferred candidates.

Adults with parental responsibility for a child registered at The Breakspear School are entitled to take part in the election. You have one vote for each vacancy. This means that you can vote for up to 2 of the candidates as indicated on the Ballot Paper. You should vote by marking a single "X" alongside the names of the parents you support.

The candidates are:

- Sunil Johal
- Mustanseeer Mamujee
- Jas Rai
- Uzma Siddqui

Their statements have been sent out on the App and are on the school website. Once you have read their statements you can vote for your two preferred candidates. Once you have marked the ballot paper you should place it in an envelope and seal it. You should then return the envelope with ballot paper to the School Office, please mark the envelope Parent Governor Election.

It is important that you vote by 9.00am on Monday 1<sup>st</sup> July which is when the ballot will close. Votes received after this time will not be valid.

Once the votes have been counted I will inform you of the election results.

Yours sincerely

Duncan Greig  
Head Teacher

## **Candidate Statement – Sunil Johal**

My career foundation as a Senior Data Analyst for the NHS has enabled me to interpret complex data and develop bespoke information tools using mainly SQL programming for a variety of needs and services.

More recently, as Head of Elective Care for a London NHS Trust, I have led the following:-

- The delivery of National Planning Guidance
- Reduction in long waiting patients
- A sustainable waiting list
- Training on Demand and Capacity
- Implementation of the Clinical Harm Review Group
- Strategy for RT training and validation
- Patient Tracking Lists (PTLs)
- Contract and Commissioning

In order to enhance my abilities, I have undertaken several NHS Leadership programmes such as D&C Train the Trainer and Elective Essentials. I chair performance and quality meetings where I hold operational managers and clinicians to account for patient outcomes and support initiatives in the form of measurable recovery plans that improve efficiency and productivity within the financial envelope given.

Recently, I accompanied Year 5 group 1 on their Derbyshire trip as a parent volunteer. I saw first hand how dedicated the staff were at ensuring the children receive the best possible experience. I have found The Breakspear School to be of a high standard. I believe that my skills are transferable to the education sector and I am passionate about making a difference to children. I am open to developing myself further and will undertake any necessary training requirements to enhance my ability to be an effective Governor.

I would welcome an opportunity to support The Breakspear School with my expertise.

### **Candidate Statement – Mustanseeer Mamujee**

Within my work role I manage overall project delivery, the scheduling and resourcing for my team, our sub-consultants and am the lead client interface. This includes agreeing the scope of duties with clients and writing fee proposals and creating programmes. I also lead team meetings, track project delivery including the overall financial performance of projects and issue progress reports to stakeholders.

To ensure quality assurance procedures, that I have helped develop, are followed and met at work; I undertake peer reviews, this guarantees we are continuously improving our best practices. Further, I am a member of the workplace steering committee, to improve our standard documentation.

The above skills and experience are applicable to the role of Parent Governor to ensure that Breakspear remains a well-managed school that delivers a high standard of education for all the children who pass through their doors.

Throughout my career, I have developed and improved my skills through continued professional development. I do this by attending training courses, presentations and reading white papers. I am willing to undertake training to acquire or develop further skills to enable me to be an effective Governor.

With three children attending the school across three different year groups I am aware of parents and the local community views; which I would be able to communicate to the Governing Board. I would bring new ideas and perspectives to the Governing Board, as I am committed to the continuous development of the school.

## **Candidate Statement – Jas Rai**

My name is Jas and I would like to start by giving you a little background about myself. I am post graduate qualified in Information Management and Publishing with over 20 years of experience working in various roles within the education sector. I have two children, my son is four years old and attends The Breakspear Nursery and will be starting Reception in September 2019, my daughter is just over a year old.

I chose to become a stay at home mum when my son was born, leaving behind the role of Examinations Officer (Student Information Department) at a large further education college (roughly around 4,500 students) based in the Richmond Borough. During my time as Examinations Officer I was responsible for a team of six administrators and a large number of external invigilators, covering all aspects of registrations and examination entries with awarding bodies. In addition to this I was responsible for the co-ordination and arrangement of exams including the secure handling and dissemination of examination papers. My role also encompassed the reporting of results and processing achievement data. During my time in this role the college was both OFSTED and JCQ inspected on a number of occasions. I was responsible for ensuring all registration and achievement data was available and accurate at all times for both conducting the day to day activities of the department and, evidencing to the inspectors.

Directly relating to this role I have experience of –

- Working in an educational environment for over 20 years
- Participating in OFSTED and JCQ inspections
- Communications and making arrangements with students, parents and staff, on confidential and sensitive issues including (but not limited to) SEN and special examination arrangements
- Liaising with staff and awarding bodies
- Processing and effectively managing large sums of data for achievement tracking and funding purposes
- Running training sessions for Invigilation staff
- CPD – continuously updating skills and knowledge as required through both formal and informal training such as safeguarding and awarding body rules and regulations

I feel passionately about the education of children and believe that every child should be given the best possible opportunities within the school environment to succeed.

I would welcome the opportunity of becoming a Parent Governor and to be more involved in helping to support the school in its vision “to seek to provide the best possible school environment for all pupils” including my own children, especially during these challenging financial times. I acknowledge that there have been many changes made to the way schools are funded over recent years and I am willing to update my knowledge in this area and build on my existing skill set in order to support the school and the Governing Body as required.

If I am successful in getting the Governors position, I will build upon my past experience of working in a large financially challenged educational establishment to support The Breakspear School. This support would include, but not be limited to, creative problem solving and/or process improvement activities to ensure the school is successful in addressing its fiscal challenges, responsibilities and aspirations for children, staff, parents and all other stakeholders in the schools success.

## **Candidate Statement – Uzma Siddiqui**

I am a corporate lawyer by profession and am currently on extended maternity leave, therefore I have some time which I could devote to becoming involved with the school and offer my expertise. I have worked in the corporate sector in the city for over a decade. I have strong organisational skills and have the ability to renew and analyse large amounts of information on a timely fashion. I have also undertaken a number of voluntary positions in the charity sector including teaching, counselling and mentoring youth and organising fundraising activities. I feel the skills I have acquired during my working career and my voluntary work would be a great asset to the school and Governing Board.

I am happy to participate in training required for the role.

I am happy to offer the skills I have set out for the future work of the board. Perhaps the board may find my legal/drafting skills useful for governance issues, reviewing policy documentation etc. I have also previously worked closely with children in teaching, counselling and mentoring roles and have a passion for education. I have two children currently at the school and one yet to start, so I plan to have a long relationship with The Breakspear School.