SACRED HEART
CATHOLIC HIGH SCHOOL
Fenham Hall Drive · Newcastle upon Tyne · NE4 9YH
Telephone: 0191 274 7373 · www.sacredheart-high.org · email: enquiries@shhs.org.uk
Headteacher: Mrs S Howell

9th November 2026

Dear Parent/Carer

**Election of Parent Governor**

There is a vacancy for a parent to serve on the Local Governing Committee of Sacred Heart Catholic High School. Parent Governors are important members of this committee. They share equally with other governors the wide range of responsibilities for carrying out the work of the Local Governing Committee and for contributing to reports and information submitted to the Board of Bishop Bewick Catholic Education Trust. All parents who currently have a child attending Sacred Heart Catholic High School are eligible to nominate themselves for election as Parent Governor. All governors complete a skills audit in order to ensure there is a breadth of knowledge, skills and experience amongst the members of the Committee. The term of office for a Parent Governor is 4 years.

The Local Governing Committee meets four times in the academic year during the school day beginning at 11am for 90 minutes on a Thursday. The Winter meeting is online and the other three meetings are held in person at our school. In addition, the work of the Committee is completed through Key Lines of Enquiry agreed by the Committee and carried out by an individual or groups of Governors.

If you wish to nominate yourself as Parent Governor a nomination form can be obtained from the school office or by emailing Mrs Anne Humphreys at Anne.Humphreys@shhs.org.uk

The completed form should be returned by 8.30am on Monday 16th November 2026. If more than one person nominates themselves for the position of Parent Governor, then an election will be held, and you will be asked to submit a short statement as to why you wish to be elected as a Parent Governor. All parents with a student attending the school at the time are eligible to nominate themselves and to vote in this election.

If you wish to know more about being a Governor, please contact Denise Kendall – Chair of Governors care of Mrs Anne Humphreys via the aforementioned email address.

Yours sincerely

D. M. Kendall.

Mrs Denise Kendall
Chair of Governors