



# Highworth Warneford School

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Dear Year 7 Parents/Carers

If you are new to the Warneford community then I would like to pass on a big welcome on behalf of the school's Trustees. If you already have (or had) children at the school then thank you for choosing us again!

My name is Jon Williams and I'm the Vice-Chair of the Board of Trustees, which is just another way of saying I am a governor at the school. Although we appreciate the support that all parents give us, there are ways of getting even more involved and I wanted to write to explain about one of them – joining me and others on the governing body. Those of you with older children at the school will have received a similar letter from me in January, so I appreciate you indulging me for a couple of minutes again.

I want to start by explaining why I am a Trustee. We live in Blunsdon and I have three amazing daughters, two of whom are still at Warneford. They are currently in Years 8 and 9. My other daughter finished Year 11 last year, in the very unusual circumstances forced on her by the pandemic but I'm pleased to say she coped really well and has made a good transition to college. My wife (who also went to Warneford) will tell you I'm not blessed with many practical skills but I was hopeful that my background in strategy, planning and finance (I work for an insurance company in Bristol) could help with the strategic and financial management of the school. I've been a Trustee for almost four years now and we have seen some significant changes, including having to make some tough decisions along the way. Teachers have a really hard job to do with very limited resources and I really appreciate the opportunity of being able to support them to do this.

We currently have up to twelve Trustees – some of whom, like me, are parents of students at the school and others who are part of the wider community, including some staff. Overall, we try to have a balance of individuals that can bring a spread of skills and experiences that we need to ensure we can do our very best as a governing body.

So, what do we actually do? Well, we meet roughly once per month during term-time as a full Trustee Board for about two hours each time and we discuss all aspects of the school, such as the curriculum, welfare and safeguarding issues, the school's finances and premises – as well as the strategic direction of the school and its improvement journey. A key part of the role is to be a "critical friend" to the school but also provide genuine challenge to the leadership, to ensure that the school can be the best it can possibly be. A subset of the trustees also meets regularly to discuss the school's finances in more detail. Malcolm (our excellent Chair of Trustees who has a long-standing affiliation with the school) meets with Andy Steele pretty much every other week too. It is a significant commitment but certainly manageable.

I am not ashamed to say that, before I started as a governor, I didn't realise exactly what was involved in running a successful school and it has been fascinating for me to find out how everything fits together and incredibly rewarding to be a part of it.

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We are currently looking for new trustees after several long-standing colleagues have decided they have played their part and it is time to move on. We thank them for their incredible efforts over many years.

As a result, we have looked at the skills that are currently in shorter supply on the Board of Trustees and would LOVE to hear from you if you have particular expertise in **Finance/Accountancy, Human Resources, Fundraising** or **Marketing**. Equally, if you know of anyone else who would be interested then please pass this information on to them – they don't need to be a parent, just interested in volunteering some of their time to make a real difference at Warneford.

If you don't have any specific experience in those areas but would be interested in getting involved, we would be delighted to hear from you too.

If you, or somebody you know, is interested or you have any questions then please don't hesitate to contact us by email at [trustee@warnefordschool.org](mailto:trustee@warnefordschool.org)

We are really looking forward to working with you over the next five years, in whatever capacity.

Many thanks

A handwritten signature in blue ink that reads "Jon Williams". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Jon Williams

On behalf of the Board of Trustees