



Ref: PED/TG

November 2021

Dear Parent/Guardian

### **Governors' Annual Report (AGPM) 2020-21**

This letter is to inform you that the above Report will be published on the Governors page on the school website – [www.ysgolbrogwaun.com](http://www.ysgolbrogwaun.com). Should you require a paper copy, please contact the school office.

### **Information about statutory guidance relating to Governing Body meetings with parents**

Effective from 4<sup>th</sup> May, 2013, there is no longer a requirement for governing bodies to hold an Annual Parents' Meeting.

New statutory guidance has been issued by the Welsh Government to this effect (104/2013).

Parents now have the right to request up to three meetings per year with the governing body to discuss issues which concern them. The purpose must be to discuss issues with relate to the school. It cannot be about individual pupil progress, or to air grievances against members of staff or the governing body.

Details of the above can be found on the school website [www.ysgolbrogwaun.com](http://www.ysgolbrogwaun.com) or overleaf.

**Annex B** – Your right to request a meeting with the school's governing body.

Thank you for your support

Yours sincerely

Mr P Edwards  
Headteacher



Llywodraeth Cymru  
Welsh Assembly Government



## **Annex B - Your right to request a meeting with the school's governing body**

The Schools Standards and Organisation (Wales) Act 2013 (The Act) removed the requirement for school governing bodies to hold an annual meeting with parents. Instead, new arrangements were introduced to enable parents to request up to 3 meetings in any school year with a governing body, on matters which are of concern to them.

If parents wish to use their rights under the Act to hold a meeting, 4 conditions will need to be satisfied:

### **1. Parents will need to raise a petition in support of holding a meeting.**

The parents of at least 30 registered pupils will need to sign the petition. If it is a paper petition, then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is in electronic format, the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition.

### **2. The meeting must be called to discuss matters which affect the school**

The meeting cannot be called to discuss such matters as the progress of individual pupils, or to make a complaint against a member of the school's staff or governing body.

The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be clearly displayed at the top of the petition, with parents' signatures appearing below.

### **3. A maximum of 3 meetings can be held during the school year**

The law allows parents to use their rights to request up to 3 meetings with a school governing body during the school year.

### **4. There must be at least 25 school days left in the school year**

The law makes it a condition that at least 25 school days are left in the school year when the petition is received so that the meeting can be held.

A "school day" means a day when the school is open to pupils: it does not include weekends, public holidays, school holidays or INSET days.

The address for service of a petition requesting a meeting with this school's governing body is:

Chair of Governing Body,  
c/o Ysgol Bro Gwaun,  
Heol Dyfed, Fishguard, Pembrokeshire SA65 9DT  
[office@ysgolbrogwaun.com](mailto:office@ysgolbrogwaun.com)

Further advice on how parents may go about requesting a meeting with a governing body is available on the Welsh Government's website at:

<http://wales.gov.uk/topics/educationandskills/publications/guidance/parents-meetings-statutory-guidance/?lang=en>