



November 2023

ELECTION OF PARENT GOVERNORS

We have vacancies for three governors directly elected by the parents/carers and are therefore writing to invite nominations. No formal qualifications are required; you just need common sense, time, enthusiasm and a commitment to working as part of a team to make a difference for all the children at our school.

In order to carry out its core functions our governing body needs people with a wide range of competencies and skills. We are keen to recruit parents/carers coming from 'all walks of life' and representing all groups in our school community. You can find out more about the role by contacting our Chair of Governors, Mrs Walker-Smith via the main school office.

If you wish to stand for election you may nominate yourself as a candidate. No proposer or seconder is required but you must signify your intention to stand, in writing. Those eligible to stand are the parents/carers of students who are currently registered at school. A person who works at the school for more than 500 hours in a consecutive twelve-month period or who is an elected member of the Local Authority is not eligible to be a parent governor. The term of office will be for a period of 4 years. A parent/carer whose child leaves the school may continue as a parent governor until the end of their term of office if he or she so wishes.

If you would like to stand for election please complete and return the attached form to the school office by 12 noon on Tuesday 28th November. If there are only three parents/carers nominated, they will of course be elected unopposed, but if there are more candidates than vacancies, a ballot will be held. The ballot will be entirely secret and a further letter about the arrangements will be sent to you. All parents/carers whose child/children attend this school will be entitled to vote in the ballot and voting will be on the basis of one vote per parent/carer per vacancy available. If it proves impossible to fill the vacancies, the governing body has the right to make appointments in order to fill the required number of parent governor places on the governing body. If the need to do this arises, the Governing Body would first of all consider appointing a parent/carer who has a child on roll at the school, followed by consideration of parents/carers of former students, and finally parents/carers of a school-aged child not necessarily a registered student at this school. Please note that governors will be required to undergo a DBS (Disclosure and Barring Service) check when appointed and the school will advise on this process.

The names of the successful candidates will be made available as soon as the appointments have been finalised.

Yours sincerely,

Ms A Thomson
Headteacher

Mrs J Walker-Smith
Chair of Governors

