

March 2017

Dear Parent/Carer

PARENT GOVERNOR ELECTION

I am writing to invite you to stand for election as a parent governor, or nominate another parent to do so. In our school we have provision for 2 parent governors and there are currently 2 vacancies.

The governing body with the headteacher, has considerable responsibility for the school. Governing bodies have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Head Teacher to account for the educational performance of the school and its pupils
- Overseeing the financial performance of the school and making sure its money is well spent.

Any parent (or carer) with a child on register at the school is eligible to become a parent governor. It is most important that parents are fully represented and I therefore ask that you give careful consideration to either putting your own name forward as a candidate or to nominating another parent as a candidate, if they are willing to be nominated.

No formal qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. However, we would particularly welcome nominations from parents/carers with the following skills:

- Passion for student development/education
- Flexibility and commitment
- Willingness to learn
- Maintaining confidentiality at all times

Training is available for all governors and this governing body has an expectation that those new to being a governor attend induction training.

The enclosed Declaration of Eligibility summarises the circumstances under which someone cannot serve as a governor. In addition parents/carers who have paid employment in the school for 500 or more hours per academic year or who are elected members of the Local Authority are not eligible to stand in these elections.

If you would like to stand for election please complete the enclosed nomination form and return it to Suzanne Gammon, PA to the Head Teacher no later than 3.00pm on 29th March 2017. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self nominations will be accepted, but if you are nominating another parent/carers please seek their prior consent.

If we receive more than two nominations, a ballot will be held so that all parents/carers can choose who will represent them on the governing body.

If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting papers will be sent to parents/carers together with details of the ballot procedure.

Yours sincerely

Richard Woods
Head Teacher