



"Building together for a better future"

# St. Chad's C.E. (C) Primary School

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Headteacher: Miss S.J. Clarke Bsc (Hons), PGCE, NPQH

## Election of Parent Governor

16<sup>th</sup> November 2015

Dear Parents,

Our governing body currently consists of:

Headteacher- 1

Local Authority- 1

Staff- 1

Parents- 2

Foundation -3

Coopted-2

Associate-1

The term of office for one of our parent governors, Mr Dave Humphries (Vice Chair), comes to an end on 8<sup>th</sup> January 2016. Mr Humphries is very keen to be re-elected for another 4 years as governor and will complete a nomination form described below.

However, I am writing to inform you of the election arrangements should you wish to stand for election for the parent governor post. (*Parent governors are appointed for a four year period irrespective of whether their children remain in school during that period*).

If any nominations are received, in addition to Mr Humphries, then a parent vote will need to take place.

Procedures for nomination and voting:

Parents who wish to stand as a candidate for election may obtain nomination forms from the school office. The nomination form then needs to be signed by the candidate and two other parents. Parents of all children currently registered at the school are entitled to stand for election or to nominate others. For these purposes "parent" includes a step-parent, guardian or other persons having care of the child or having parental responsibility.

The role of governor has changed significantly over the past year or two and the demands placed on governors have increased significantly. Therefore, any nominated candidate must be prepared to attend meetings at school, up to as many as 3-4 per term, usually held during or at the end of the school day; however termly full governors meetings are held in the evening. In addition, governors are also involved in the day to day work of the school and may on occasions work in school with staff and children. If anyone who is considering standing would like more information about the role, then please do not hesitate in speaking to any member of the governing body about what they do or make an appointment to have an informal chat with Miss Clarke.

A completed nomination form must be returned to the school no later than 12pm on Friday 27<sup>th</sup> November 2015.

It would be helpful if the candidates would submit a brief statement about themselves, demonstrating how they can fulfill the role of parent governor. This will then be distributed to all parents to help them to make their decision when voting.

As soon as possible following the closing date for nominations all parents will be sent a ballot paper giving details of each of the candidates. Further details will be sent home if a parent vote is required.

Yours sincerely,

Miss S Clarke  
Headteacher