



Lyminster Primary School

Headteacher: Mr. S. McGinley
Wick Street, Littlehampton, West Sussex, BN17 7JZ

Telephone: (01903) 713 642
office@lyminster.w-sussex.sch.uk
www.lyminster.w-sussex.sch.uk

 @LyminsterSchool
@EventsLyminster

15th October 2020

Dear Parent

Election of Parent Governors Lyminster Primary School

Every maintained school in England has a Governing Body responsible to the local community for running the school. There are currently two vacancies for Parent Governors at our school. The term of office will be 4 years.

If you are interested in standing for election as a Parent Governor of the school, please complete the enclosed nomination form, ensuring that you obtain the signature of 2 parents/legal guardians who support your nomination by **9am on Tuesday 3rd November**. You must also include a brief election statement. If more than two nominations are received, I shall send all parents voting papers, which will include the candidates' election statements.

In the event of a ballot I have arranged for votes to be counted at 9:30am on Friday 27th November, or at a time mutually agreed with all candidates, and each candidate or her/his authorised representative may attend the count. I shall arrange for all parents to be notified of the result.

I have enclosed an extract from the Regulations concerning the qualifications and disqualification connected with the office of governor, which you should read carefully. If you have any queries about them or about the procedure, I shall be pleased to answer them.

All elected parent governors are required to complete an enhanced criminal record application within 21 days of their election.

Yours faithfully,

Mr Steve McGinley
Headteacher

