



West Acton Primary
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Head Teacher: Ms K Kondo

Dear Parent/ Carers,

Notification of Parent Governor Vacancy

We currently have 1 Parent Governor Vacancy and are therefore asking you, parents/ carers if you would be interested in joining our enthusiastic governing body team.

You may nominate yourself or you can nominate another parent/carer. However if a parent/carer is nominated by another parent/carer, the nominee must sign to indicate acceptance of the nomination. Both parents/carers must sign to confirm they are parents of a registered pupil at the school.

Nomination forms are available from the school office.

Nominees will then be required to submit a short personal statement which will accompany the ballot papers.

The closing date for the return of nomination forms to the school office will be Monday 24th September 2018. I will be available to answer any questions on Thursday 20th September before and after school by the main gate to the playground.

I would like to draw your attention to the following disqualification criteria statement; *"I should like to advise you that the School Governance (Constitution) (England) Regulations 2007 and 2012 state that in certain circumstances a person may not hold office as a governor of a school. I enclose a list of the disqualification criteria which you must read before nominating yourself or accepting a nomination."*

A copy of the full disqualification criteria guidance is attached to this letter.

Due to the nature of the work that governors carry out they may be required to undertake a DBS (Disclosure and Barring Service check).

If you would like any additional information, please do not hesitate to contact me.

Yours faithfully,
Mr Roger Lipscombe
Acting Chair of Governors



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