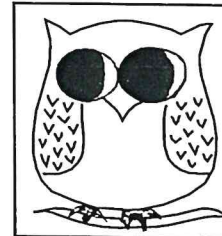


Worcestershire County Council
Upton Snodsbury C of E First School
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Upton Snodsbury
Worcestershire WR7 4NH
Telephone: 01905 381288
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www.uptonsnodsburyfirstschool.org.uk
Headteacher: Mrs Lorraine Barber



"Where A Love of Learning Grows"

5th October 2018

Dear Parent

SCHOOL GOVERNING BODY - PARENT GOVERNOR ELECTIONS

There is a vacancy for one parent governor on the school's governing body. The term of office is 4 years.

The governing body plays a significant part in the development and management of the school and as such, parent governors play an important role as members of the governing body helping to form policy, set priorities and manage the budget. A parent governor would be expected to attend 2 meetings per term, support monitoring of the School Improvement Plan and act as a critical friend in developing the school following Governor Induction Training.

I am therefore writing to invite you either to nominate yourself or to nominate a parent to fill the vacancies. A nomination form is enclosed (additional forms are available from the school office). If you would like to nominate someone please return the completed form to the school by **Friday 12th October 2018**.

The person nominated must be a parent of a registered pupil at the school on **1st September 2018**.

Please note that you are not eligible to be a parent governor if you are:

- an elected member of the Local Authority
- paid to work at the school for more than 500 hours in any twelve month period.

No parent may propose and/or second more nominations than there are vacancies. Parents being nominated are invited to give on the nomination form some brief biographical details suitable for inclusion in the voting paper.

Under the terms of the School Governance (Constitution) (England) Regulations 2007, there are certain circumstances whereby individuals are disqualified from holding office and those are detailed overleaf.

If the number of nominations received is the same as, or fewer than, the number of vacancies to be filled then those nominated will be elected unopposed. If all the vacancies are not filled in this way the governing body will have the opportunity to appoint parent governors to the vacancy/vacancies.

If there are more nominations than vacancies the election will be by ballot. If that is necessary voting papers will be sent to you together with details about the ballot procedure.

Yours sincerely

Lorraine A Barber
Headteacher



Upton Snodsbury C of E First School

ELECTION OF PARENT GOVERNORS NOMINATION FORM

Name of Nominee

.....

Address

.....

.....

Signature of nominee

Confirming willingness to stand

Date

.....

The above named parent has a child registered at the school, is willing to serve if elected, and I would like to nominate him/her for appointment as a parent governor of the school. (Not required in the case of self-nomination.)

Nominated by

Date

Signature and address

.....

.....

.....

Seconded by

Date

Signature and address

.....

.....

.....

Information about the nominee which he/she would like printing on the voting papers