



London Borough of Havering
Scotts Primary School
Bonington Road
Hornchurch
Essex
RM12 6TH
Telephone (01708) 457019
Head Teacher: Mrs J Taylor
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23rd November 2018

Dear Parent,

SCHOOL GOVERNING BODY ELECTION

There is currently a vacancy for a parent governor on this school's governing body. The governor will be elected from among, and by, parents of pupils at the school.

The governing body contributes to the effective leadership and management of the school. Governors play a role in the strategic direction of the school including: the school budget; buildings and environment; the appointment of school staff; pupil welfare; the school's curriculum and developing school policies and practices. I have attached a document which explains in more detail the role of a governor.

At this stage, nominations are requested from parents wishing to stand for election. You may nominate yourself or your partner, provided that three other parents sign the nomination. You may nominate another parent of a child at the school, provided that two other parents sign the nomination. The election will be by secret ballot.

Any parent or person having parental responsibility for a child at the school is eligible to make a nomination and to vote. Once someone is elected as a parent governor, he or she does not have to resign if their child leaves the school. The normal term for governors in maintained schools is four years.

If you wish to submit a nomination, please complete and return the enclosed nomination form to me by **12noon on Thursday 29th November 2018**. If the nominee wishes, a brief written statement about him or herself may also be submitted for circulation to other parents. It must be stressed that this is purely optional, but may be advantageous to gaining votes.

Please note: For legal reasons certain people may be disqualified from becoming a governor. For further details, please see the information attached.

Yours sincerely,

Mrs J Taylor
Head Teacher



SCOTTS PRIMARY SCHOOL

Parent Governor Nomination Form

I wish to nominate.....to stand for election as a parent governor.

*He/she is a parent/has parental responsibility for(name of child at the school).

The above person is *myself/my partner/another parent.

The following *2/3 people support this nomination (3 signatures if you have nominated yourself or your partner - 2 signatures if the nominee is another parent):

1).....

2).....

*3).....

The nominee has agreed to the above nomination and has chosen *to submit/ not to submit a brief personal statement.

Signed:.....

Date:.....

*Please delete as appropriate.