

June 21st 2010

PG1

Dear Parent or Guardian

NOTICE OF ELECTION OF PARENT GOVERNOR(S)

The Instrument of Government provides that there shall be elected Parent Governor(s) on the Governing Body. Parent Governors attend meetings of the full Governing Body, usually three per year. They also sit on one of the subcommittees dealing with curriculum and Learning, Pay and Personnel, Finance and Estates and Inclusion and Student matters. Governors also sit on appointment panels and disciplinary panels for staff and students.

I am now writing to tell you that there are two vacancies for Parent Governor and to invite parents, foster-parents, guardians, or carers who would like to be a governor to put their names forward for appointment.

If there are more candidates than there are vacancies, there will be an election by secret ballot.

If you wish to stand for election as a Parent Governor, it is necessary for you to be proposed by a parent/guardian of a pupil registered at the school and for the nomination to be seconded by another parent/guardian of a pupil registered at the school. The proposer and seconder should indicate their support for your candidature by signing the nomination form. Nomination form (PG2) is attached. All nominations should be returned to me via the school within fourteen days of the date of this letter.

Each candidate is recommended to submit with the nomination form (PG2) a brief profile of up to 100 words which will be circulated with the voting papers should an election be necessary.

Parents who, at the time of the election, work at this school for more than 500 hours in the school year or are an elected member of North Somerset Council, are not eligible to be elected as a parent governor or as a community (formerly co-opted) governor. They may vote in the election of parent governors and are eligible for election as a staff governor.

Any person who has been adjudged a bankrupt is disqualified from being eligible for election as a governor for a period of three years from the date on which the terms of the deed of composition or arrangement are fulfilled. Similarly, a person who has received a sentence of imprisonment for a period of three months or more, is disqualified from being eligible for election as a governor for a period of five years after the completion of the sentence.

Concerns about eligibility to take part in this election will be decided by the Director of Children & Young People's Services whose representative can be contacted on 01934 427345 A paper detailing the procedure for parent governors elections prepared, by North Somerset, can be viewed on the school website. Copies are available from the school office by request.

Yours sincerely

Trevor Bailey
Headteacher

_____ School

PG2

ELECTION OF PARENT GOVERNOR – NOMINATION FORM

NOMINEE: I, (names in full) _____

Of (address) _____

_____ Post Code _____

I am willing to stand as a candidate in the election for Parent Governor(s) to serve on the Governing Body of the above named school.

I am a parent/guardian of the following pupil(s) who are registered at the school:-

<u>Name(s)</u>	<u>Date of Birth</u>	<u>Class/Form Tutor Group</u>
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Signed: _____ Date: _____

PROPOSED BY: (full name) _____

Address: _____

Parent/Guardian: (Name/s of pupil/s) _____

Class/form/tutor group: _____

Signed: _____ Date: _____

SECONDED BY: (full name) _____

Address: _____

Parent/Guardian: (Name/s of pupil/s) _____

Class/form/tutor group: _____

Signed: _____ Date: _____

This form should be returned to the Clerk to the Governing Body

c/o Worle Community School by 3.00pm on Friday July 2nd 2010.