



Dear Parent/Carer,

ELECTION OF PARENT GOVERNORS

I am writing to you to inform you about our aim to add to the numbers of our local Governing Committee which comprises up to 11 Governors of which 2 will be elected by the parents. The Local Governing Committee includes:

- Parent Governors
- Staff Governor (nominated by staff)
- Co-opted Governors (nominated by the Governing Board)
- The Principal

There are currently **2 Parent Governor vacancies** within school. Governors will normally serve for four years, unless they resign during their term of office. Parent Governors can continue in office even when their children have left the school in order to complete their term. Following nomination an election may be necessary.

Nominees are then subject to approval and appointment by the Hope Learning Trust.

What do Governors do?

School Governors are responsible for strategic leadership and accountability within schools. In practise this means that governing bodies are responsible for such things as school policies and ensuring they are adhered to; setting and monitoring the school budget; monitoring the progress that the school is making and setting targets for school improvement. Governors are not involved in the day to day operational running of the school: the daily management of the school is the responsibility of the Principal and her staff.

Governors work as a team, with shared responsibilities. The Parent Governors speak as parents: they can't speak for all parents. Staff Governors speak with their knowledge of the school but not as a 'staff rep'. Co-opted Governors speak in the light and benefit of their experience: they are not appointed as consultants. All Governors may occasionally have a conflict of interest through their personal connection or business and must declare this when relevant items arise and possibly withdraw from some discussions.

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How are Governors appointed?

We take the term 'parent' to include anyone who has custody of a child registered at the school, as well as 'natural' parents. Parent Governors must be people who have children at the school when they are elected.

If we receive more than 1 nomination for Parent Governor there will be a secret ballot and I will send ballot forms (1 per parent irrespective of the number of children you have) and envelopes for their return to each home by hand of the children. The form explains how votes may be cast.

Applicants should also have a strong belief in continually improving the quality of education of children at school and have the time to commit to attend training and governing body meetings. If you decide you wish to stand for election it is necessary to get two parents at the school; one to propose and another to second your nomination.

If you are not able to stand for election, you may know of someone who is, and parents with children at the school can nominate another parent for election. You can personally nominate one person for parent governor.

You can obtain a nomination form from the school or from our website and, having signed it yourself and obtained the signatures of the seconder and of the person you are nominating, return the form to me by **Friday 30th November**.

Result of the Election

The names of those elected will be displayed at the school for 21 days and will be included in the next edition of the school newsletter.

Anyone having any query about the election is invited to contact the school.

Yours sincerely,



John Kesterton
Chair of Governors

THE CLOSING DATE FOR NOMINATIONS IS 30th November 2018