



Dear Parent /Carer

12 October 2012

ELECTION OF PARENT GOVERNOR

There is currently one vacancy for a parent governor on the school's governing body. If you would like to stand for election please complete and return the attached nomination form to the box in the foyer by 3.pm on 26 October 2012. Another parent of a child at school must sign the form in support of your nomination.

Please give brief details about yourself (not more than 80 words) on the form. If an election is needed these will be copied and sent to all parents with the ballot papers. If only one nomination is received then that person will be elected unopposed. If no nominations are received then the governing body has a right to appoint a parent governor to fill the vacancy.

The term of office for a parent governor, as for other governors, is four years. If you are elected you may serve the full four years even if your child leaves the school before your term of office finishes.

If a ballot is needed we will send you a ballot paper later.

Only parents of children registered at the school are entitled to stand or vote in an election. Each parent will be sent a ballot paper regardless of how many children they have at school and each parent will have one vote. The ballot will be secret and you will be notified of the result as soon as possible afterwards.

In most cases it will be obvious whether you are a parent but to avoid uncertainty, for the purpose of the election of a parent governor, a parent is:

1. Someone who has parental responsibility*
2. Or someone who looks after the child on a day-to-day basis (but does not have parental responsibility)

*You have "parental responsibility" if

1. You are the child's natural mother or
2. You are the child's natural father and

Either you were married to the mother on the day of the child's birth

Or a court of law has given you parental responsibility.

Or the mother has formally agreed to share responsibility with you. or

The child lives with you as a result of a court order.

If you have any questions about whether or not you are eligible to stand or vote in this election or anything else in the letter please contact me.

Yours sincerely

Katharine Weston
Head Teacher



Living the Olympic
and Paralympic Values