

31st October 2018

Dear Parent/Carer

ELECTION OF PARENT GOVERNOR(S) – NOMINATION PAPER

I am writing to inform you that we have one vacancy for a Parent Governor that we would like to be filled.

Being a Parent Governor is an important and responsible role. There are three full meetings of all Governors on Mondays 5:00pm until 7:00pm each year as well as a number of committee meetings with specific delegation and terms of reference.

The role of the Governors is to make decisions about how the school is led. Governors are strategic leaders of the school and have a vital role to play in making sure every child gets the best possible education. Your focus will be to ensure clarity of vision, ethos and strategic direction; holding the Headteacher to account for the educational performance of the school and its pupils, the performance management of staff and overseeing the financial performance of the school, making sure its money and resources offer best value and are appropriately directed.

As a Governor you will be expected to sign up to a code of conduct and be willing to undertake training. The normal time frame is four years.

To put yourself forward as a Governor please fill in the attached form including a biography outlining your skills and how these would contribute to effective governance and return it to the Headteacher's PA no later than noon on **Friday 16th November 2018**. You may wish to nominate another parent. Please ensure that you have their consent to put their name forward before doing so. If we have more than one person come forward, we will hold an election.

Please contact the Headteacher to find out more about what being a Parent Governor involves.

Yours sincerely



Headteacher

Notes

- A) Would candidates please return a brief biography with the nomination paper outlining their skills and how these would contribute to effective governance? This will be circulated to parents with the voting paper should an election be necessary.
- B) Nominations received after the closing date will not be considered.
- C) If you require assistance in completing the nomination form or would like further information on the role of the Governing Body and work of a Parent Governor then please contact the Headteacher.

Oulder Hill Community School

You may nominate yourself (Section A) or nominate another parent (Section B) to serve as a Parent Governor. If you nominate another parent you should obtain that person’s signature, to signify that he or she is willing to be nominated.

Please complete **either** Section A **or** Section B.

Section A - Self Nomination

I wish to nominate myself for election as a parent Governor on the School Governing Body.

Full Name: _____

Address: _____

I am the parent of _____ who is a registered pupil at the school.

I have read the grounds for disqualification from being a Governor. I am not disqualified on any of these grounds and I am not an elected member of the Local Authority nor paid to work at the school for more than 500 hours in any consecutive twelve-month period (at the time of election or appointment).

Signature: _____ Date: _____

Biography to include your skills and how these would contribute to effective governance to be issued with voting papers should an election be necessary. If necessary continue on additional paper.

Section B - Nomination of another Parent

I wish to nominate the parent listed below as a Parent Governor on the School Governing Body.

Name and address of parent nominated to serve on the Governing Body Name: _____

Address: _____

Name and address of parent who proposed the above nomination Name: _____

Address: _____

I have read the grounds for disqualification from being a Governor. I am not disqualified on any of these grounds and I am not paid to work at the school for more than 500 hours in any consecutive twelve-month period (at the time of election or appointment).

Nominated persons signature _____ Date: _____

I am the parent of _____ who is a registered pupil at the school.