

Grove Road Primary School



Tuesday 10th January 2017

ELECTION OF PARENT GOVERNORS

Dear Parents,

There are two vacancies for parent governors on the school's governing body.

The role of a parent governor, although voluntary, is a significant commitment and involves a combination of both formal meetings and a range of link activities across the year that take place during the school day. The governing body meets six times a year (each half term) and each governor sits on a sub-committee that meets half termly. These meetings take place in the evening and usually run between 7- 9:30pm. Your level of involvement between these meetings will very much depend upon the role you take, but there is an expectation that you are able to come into school during the day, at least twice during the school year.

The governing body has three sub-committees:

- **Teaching & Learning** – monitors and oversees all aspects of the school curriculum, pupil learning and teaching.
- **Strategic Resources** – monitors all aspects of the school's finances and works to ensure value for money and financial best practice.
- **People & Communications** – oversees aspects of HR and recruitment as well as communications and PR.

One of the new governors will almost certainly join the Strategic Resources sub-committee. The expertise governors bring is a huge benefit to the school and we have been lucky to have a consistently high calibre of governors working hard for the school.

If you feel you have something to contribute and are able to commit the time required, we would love to hear from you. Julian Crane (Chair of Governors) would be happy to talk to you in more detail if that would be helpful. Contact details are at the bottom of this letter.

If you would like to stand for election please complete and return the attached form to the school office by 9.30am on Tuesday 24th January 2017. Another parent of a child at the 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 other parents with the ballot papers.

If we have only two nominations, then the people nominated will be duly elected unopposed. If we do not have any nominations, the governing body has the power to appoint parent governors 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 you child leaves the school before your term of office finishes. Any elected governor is subject to a criminal disclosure check.

If a ballot is needed we shall send you a ballot paper on Tuesday 31st January 2017.

Only parents of children registered at the school are entitled to stand or vote in the election. A parent who is paid to work at the school for more than 500 hours in a school year or is an elected member of the LEA may **not stand** for election.

Each parent will be sent one ballot paper regardless of how many children they have at the school, and **each parent will have one vote per vacancy**. 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. For the purpose of the election of a parent governor, a parent is:

- someone who has parental responsibility*
- or**
- someone who looks after the child on a day-to-day basis (but does not have “parental responsibility”).

**A person has ‘parental responsibility’ if*

a. she is the child’s natural mother;

or

b. he is the child’s natural father and

- *either was married to the mother on the day of the child’s birth or subsequently or has entered into a legal parental responsibility agreement with the mother*
- *or has been granted a residence order from the court directing the child will live with him*
- *or registered or re-registered the child’s birth after 1 December 2003*

or

c. the child lives with that person as the result of a court order.

If you have any questions about whether you are eligible to stand or vote in the election or about anything else in this letter, please contact me or Julian Crane (Chair of Governors).

Please note: It may be helpful for potential candidates to know the dates of full governing body meetings for the remainder of 2016/17, which are as follows:

- Thursday 9th February 2017
- Thursday 23rd March 2017
- Tuesday 23rd May 2017
- Wednesday 12th July 2017

Yours sincerely,



Sharon Sanderson

Headteacher

Julian Crane (Chair of Governors) can be contacted via phone or email:

Tel: 07983 457790

Email: julian.crane@ngahr.com



ELECTION OF PARENT GOVERNOR AT

Grove Road Primary School

NOMINATION FORM

Your name
(Mr/Mrs/Miss/Ms/Dr)

Address
.....
.....

I have a child at the school and hereby nominate myself for election as a governor. I understand that if elected I will have to undergo a DBS pre-appointment check. Biographical details (**80 words maximum**) for circulation with the voting paper are given below.

Signature

Seconded* by:
(Mr/Mrs/Miss/Ms/Dr)

Address
.....
.....

Signature

*The seconder must be a parent of a pupil at the school.

Biographical details (80 words maximum – you can continue on the reverse of this paper but do not exceed the 80 word limit).

Your completed nomination form must be returned to the school office by:

Tuesday 24th January 2017 at 9.30am