



BRIGSTOCK LATHAM'S  
SCHOOL

11<sup>th</sup> November 2021

Dear Parents

### **Nomination for Parent Governor**

This is to let you know that we will be electing a new parent governor to join the governing body. Our parent governors are very valuable members of the governing body. We rely on them to help us to keep in touch with what parents are thinking.

Governing bodies are responsible for a wide range of matters. Their duties include management of the school budget, school effectiveness, preparation for OfSTED inspection/formulation of post-OfSTED Action Plan and involvement in a variety of personnel and pupil issues. In your role as a school governor, you will be supported in these duties by other experienced members of the governing body, the Head Teacher, the clerk to the governors and the County Council.

The governing body works together as a group, meeting at least once a term. If you are thinking of standing as a governor, remember that you will need to attend a minimum of three meetings a year, plus committee meetings during the term. As a governor, you will normally hold office for a period of four years, even if your child leaves the school during this time. You can, however, resign from the governing body at any time.

Parents from ethnic minorities and with disabilities are generally under represented on school governing bodies in the county. The school would like to encourage nominations from under represented groups in our community.

In line with good practice, all school governor appointments will be subject to security clearance. The aim of this check is to protect children and vulnerable young adults from abuse of any kind.

Anyone who has parental responsibility for a pupil on the school roll at the time of the election can stand for election and can vote in the election. (Please see attached Eligibility Regulations). Once you are satisfied that you are eligible to become a governor, please complete the nomination form and Declaration acknowledging understanding of Eligibility Regulations.

If you wish you can include a few details about yourself and why you would like to become a governor (not exceeding 100 words). This will then be circulated to all parents to help them decide who to vote for. You do not have to complete this section, but if you don't you may put yourself at a disadvantage if there is an election. An election will only be held if more nominations are received than the number of vacancies.

All nominations and declarations should be sent in to the school office by Friday 3<sup>rd</sup> December 2021. Every nomination must be signed.

If an election is required, we will send out ballot papers with the names of the candidates and their details. We send the ballot forms home with the children so please watch out for the letter. Each parent will have one vote per vacancy regardless of the number of children you have in the school. The ballot is secret; you can send or post the ballot papers back in a sealed envelope to the school office.

Please think about taking on the job or encouraging someone else to do it. We need committed parent governors.

Yours sincerely

**Miss Gillian Morton**  
**Interim Headteacher**



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## NOMINATION FORM

Election for a staff governor for Brigstock Latham's CE Primary School.

Name:

Address:

Children in Years:

Pen Portrait (maximum 100 words)

I am willing and eligible to stand for election as a staff governor at Brigstock Latham's CE Primary School.

I have read the rules regarding the eligibility to become a governor which I received with this nomination form.

Full name:

Signed:

Date:

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