

Dear Parent/Carer,

PARENT GOVERNOR ELECTION

I am writing to you to invite you to stand for election as a parent governor, or nominate another parent to do so. In our school we have provision for 2 parent governor(s) and there is/are currently 2 vacancies.

The Local Governing Body, with the headteacher, has responsibility for the running of the school, delegated to it from the St. Thomas Aquinas Catholic Multi Academy Trust. Local Governing Bodies have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the headteacher to account for the educational performance of the school and its pupils; and
- Scrutinising use of resources for value for money and impact

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the Local Governing Body's work. However, we would particularly welcome nominations from parents with some of the following skills: safeguarding, faith leadership, charity work or business. Training is available for all governors and this Local Governing Body has an expectation that those new to being a governor, attend induction training.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election please complete the enclosed nomination form and return it to the school no later than 15th September. You should also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent.

If there are more nominations than vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours faithfully,

Returning Officer.