



Hanley St Luke's C of E (Aided) Primary

15th January 2016

Dear Parent

Election of Parent Governors

Two vacancies currently exist on our school's governing body. I am writing to inform you of the election arrangements and to invite you to stand for election. Parent Governors are appointed for a 3 year period, irrespective of whether their children remain in school during the period.

Parents who are willing to stand as candidates for election may obtain nomination forms from the school office. The nomination form then needs to be signed by the candidate and two other parents of children in the school from separate families. Parents of all children currently registered in the school are entitled to stand for election or to nominate other parents. For these purposes 'parent' includes a step-parent, guardian or other persons having parental responsibility.

A completed nomination form must be submitted to the school no later than Monday 25th January 2016. It would be helpful if the candidates would include a brief statement about themselves. This will be distributed to all parents to help them to make their decision when voting.

As soon as possible following the closing date for nominations all parents will be sent a ballot paper giving details of each of the candidates. Parents should indicate their preference as appropriate and return the ballot paper to the school office no later than the date shown. To comply with statutory regulations the ballot will be conducted in secret.

All candidates will be invited to attend the count although it will not be invalidated due to the inability to attend.

The results of the ballot will be posted on the school notice board immediately following the count.

Yours sincerely

M. A. Barlow

Mr M A Barlow
Headteacher



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APPOINTMENT OF PARENT GOVERNOR – NOMINATION FORM

NAME :

ADDRESS :

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TELEPHONE NO:

NAME OF CHILD(REN) CLASS.....

Supported by:

1.

2.

Information

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