

LORD DERAMORE'S PRIMARY SCHOOL

30 September 2011

Dear Parent/Carer

ELECTION OF PARENT GOVERNORS

I am writing to you to inform you about an election of Parent Governors. The Governing Body, when it is complete comprises 15 Governors of which 5 will be elected by the parents. We have a vacancy for two parent governors to serve for a term of 4 years.

The Governing Body consists of governors appointed by the Local Authority (LA), Community Governors, teachers, other staff, the Headteacher and foundation representatives where appropriate.

Parent Governors will serve for four years, unless they resign. They can also continue in office even when their children have left the school.

What do Governors Do ?

The governor's responsibilities affect most areas of the work of the school. They establish, with the Headteacher, the aims and objectives for the school. They have a role in school discipline and they take part in appointing staff; they have overall control over the money spent on books and equipment and they have responsibilities in connection with the use and maintenance of the premises. More generally, they are expected to be in touch with the local community and to help guide the school to meet the community's educational needs. They are also expected to be able to explain to the community what the school is trying to achieve for their children.

Do Parent Governors have Special Responsibilities ?

No. Parent Governors do not have extra duties. Governors work as a team, with shared responsibilities. The Parent Governors speak as parents: they can't speak for all parents - and the Governing Body as a whole reports to all parents each year.

How are Parent Governors Appointed?

We take the term 'parent' to include anyone who has custody of a child registered at the school, as well as 'natural' parents.

If we receive more nominations than there are places to fill, there will be a secret ballot and I will send ballot forms (1 per parent) to each home by hand of the children. The form explains how votes may be cast. If the number of nominations we receive is the same as the number of places to be filled, then those people will be declared elected. If there are fewer, they will be declared elected and it will be for the rest of

the governors to fill any vacancy by inviting a parent of a child at the school to become a Parent Governor.

Parent Governors must be people who have children at the school when they are elected. This is the only qualifying criteria. Beyond that if you have a strong belief in continually improving the quality of education of children at school, now and in the future, then you already have the most important qualification a governor needs. Obviously being a governor is a fairly time consuming activity with meetings to attend and papers to read but the vast majority of governors agree that the job brings many rewards, though not of the financial kind!

Furthermore, throughout your term of office you will have support from the Governance Unit which provides guidance, assistance and a comprehensive training programme. If you decide you wish to stand for election it is necessary to get two parents at the school to propose and second your nomination.

If you are not able to stand for election, you may know of someone who is and parents with children at the school can nominate another parent for election. You can obtain a nomination form from the school and, having signed it yourself and obtained the signatures of the seconder and of the person you are nominating, return the form to me as quickly as possible. You can nominate as many parents as there are seats to fill but you need a nomination form for each.

The rules for the election are written down in Regulations made by the LA, and these can be inspected at the school.

Result of the Election

The names of those elected will be displayed at the school for at least seven days and will be included in the next edition of the school prospectus. They will also be given in the next report issued to parents by the Governors.

Anyone having any query about the election is invited to contact the school.

Yours sincerely,

Sheena Powley
Head Teacher

THE CLOSING DATE FOR NOMINATIONS IS : 3.15 pm on Friday 14 October 2011.