

Dear Parent/Carer,

PARENT GOVERNOR ELECTION

I am writing to you to invite you to stand for election as a parent governor, or for you to nominate another parent to do so.

In our school we have provision for 3 parent governors and there is currently 1 vacancy.

The Local Governing Body, with the headteacher, has delegated responsibility for the running of the school. The Governing Body 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
- ❖ Overseeing the financial performance of the school and making sure its money is well spent.

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 board of trustees'/local governing committee's work. However, we would particularly welcome nominations from parents with the following skills HR, Finance, Business, and Education . Training is available for all local governors and there is an expectation that those new to being a governor attend free induction training provided by Pathfinder Schools.

The enclosed sheet summarises the circumstances under which someone cannot serve as a Governor. Nominations must be from parents, or individuals exercising parental responsibility, of a child at the school.

If you would like to stand for election please complete the enclosed nomination form and return it to the school no later than **Friday 3rd October 2025**. You may 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.