

Head Teacher : Mrs D Reynolds  
BSc Hons QTS NPQH

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**TO:** All Parents/Carers of Registered Pupils at Norwood Primary School

**DATE: Monday 11<sup>th</sup> January 2010**

Dear Parent/Carer

### **NOTICE OF PARENT GOVERNOR ELECTION - REQUEST FOR NOMINATIONS**

The constitution of the school's governing body allows for the appointment of four parent governors. Appointments are made by election. The number of vacancies to be filled on this occasion is one. The term of office is 4 years.

I should be grateful to receive nominations for the vacancy(ies) on the enclosed slip. Please note the following eligibility requirements when considering your nomination:

1. Only parents/carers who now have and will have children registered at the school on **Thursday 4<sup>th</sup> February 2010** are eligible to stand for election or make a nomination. The eligibility rules, which must be read carefully, are printed overleaf.
2. Nominations must be signed and dated by a proposer and a seconder and countersigned by the candidate. Nominations must be returned to me by **Friday 22<sup>nd</sup> January 2010**.

#### **Any nomination received after this date cannot be included in the election**

3. Candidates are encouraged to submit a brief election statement (not more than 200 words) giving autobiographical details and such other information and views as they wish. They may not indicate that they are endorsed or supported by any group or association. Election statements must be returned to me by **Tuesday 26<sup>th</sup> January 2010**.
4. The distribution of ballot papers and other arrangements relating to the voting will be on **Wednesday 27<sup>th</sup> January 2010**. Voting will take place from **Thursday 4<sup>th</sup> February – Monday 8<sup>th</sup> February 2010**. Completed ballot papers must be returned by the end of school on **Monday 8<sup>th</sup> February 2010** at the latest.

#### **Ballot papers received after this date will not be accepted**

Yours sincerely

Mrs D Reynolds  
HEADTEACHER



Parent Governors are elected by the parents/carers of pupils, on roll at the school, at the time of the election. They must be parents/carers of pupils on the school roll themselves to stand for election. The term of office for Parent Governors is four (4) years unless varied for the Parent Governor category on the instrument of government. Parent Governors do not have to stand down if their child leaves the school during their period of office, although they may do so if they wish. Parents may stand for re-election at the end of their term of office if they still have a child on the school roll.

Governors must be aged 18 or over at the date they are elected or appointed. There is no upper age limit for serving as a governor. Elected members of the LEA and those who work at the school for more than 500 hours (ie for more than one third) in a year are not eligible to be parent governors but can vote in the election if they have a child on the school roll.

For the purpose of the election for parent governors the principles of the **Children Act 1989** suggest that all those with a parental responsibility for a pupil (which may include separated or divorced parents, foster parents, and guardians) be entitled to stand and to vote.

### **Disqualifications**

No-one may serve as a governor or associate member who:

- has a mental disorder and are liable to be compulsorily detained under the Mental Health Act 1983;
- has failed to attend the governing body meeting for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the governing body;
- is bankrupt;
- are subject to a disqualification order under the Company Disqualification Act 1986 or to an order made under section 429 (2) of the Insolvency Act 1986;
- has been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under section 7 of the Law Reform (Miscellaneous Provisions)(Scotland) Act 1990 from being concerned in the management or control of any body;
- is included in the list of teachers or workers prohibited or restricted from working with children or young people (currently List 99);
- has been disqualified from being an independent school proprietor, teacher or employee in any school by the Secretary of State;
- has been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor;
- has received a prison sentence of 2½ years or more in the 20 years before becoming a governor;
- has at any time received a prison sentence of five years or more;
- has been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor;
- refuses to an application being made to the Criminal Records Bureau for a criminal records certificate.

Please return to the Headteacher, Norwood Primary School by *Friday 22<sup>nd</sup> January 2010*

**PARENT GOVERNOR ELECTION**

Parent/Carer Name:----- (PLEASE PRINT)

I wish to nominate:

Nomination	Full Name	Address
1.		
2.		
3.		
4.		

I confirm that the nominee(s) is/are eligible to stand in accordance with the notes provided.

An election statement is:

- \* enclosed
- \* will be forwarded by the appropriate date
- \* will not be provided

*\* delete as appropriate*

Signed: ----- (Proposer)  
----- (Seconder)  
----- (Candidate[s])  
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