

Dear Parent/Carer,

Nomination for Parent Governor

Thank you for requesting an application pack for the parent governor vacancy. Contained in this pack are a number of documents that you will need to read and a Parent Governor Election Form which must be completed and returned to me by 3.30pm on Tuesday 3rd July 2018.

Please read the guidance notes for prospective governors and the qualification and disqualification criteria carefully to ensure you are able to serve as a parent governor. The governing body operates a code of practice which sets an ethos of professionalism and high expectations of governors. This is provided within the pack and should be returned, signed, along with the election form.

Once you have completed section 1 of the Parent Governor Election Form, ask the person nominating you (if not self-nominating) to complete section 2. You can ask a parent of a registered pupil at the school to nominate you but that cannot be your spouse or partner.

It is recommended that all candidates supply a statement of a MAXIMUM of 500 words for circulation to voters if a ballot is required. Your statement should set out:

- evidence of the extent to which you possess the skills and experience the governing body desires – see the guidance notes for prospective governors;
- your commitment to undertake training to acquire or develop the skills to be an effective governor;
- if seeking re-election, details of your contribution to the work of the governing body during your previous term of office; and
- how you plan to contribute to the future work of the governing body.

Statements longer than 500 words, for the sake of fairness to all candidates, will have to be reduced. No other information should be circulated to parents at the school in support of your nomination. A CV is not necessary.

Any queries relating to this election should be made to me as the Returning Officer for the election.

Yours sincerely



Mr C Bowpitt
Executive Head teacher and Returning Officer

**Greenfield Primary School and
Pre-School**
Gwendoline Drive, Countesthorpe
Leicester. LE8 5SG

Phone **(0116) 2773584**
Email office@greenfield.leics.sch.uk
Website www.greenfield.leics.sch.uk

Executive Head **Mr C. Bowpitt**