



August 2020

Dear parent/carer,

Nomination for parent governor

Thank you for requesting an application pack for the parent governor vacancies. Contained in this pack are a number of documents that you will need to read and a Parent Governor Application Form which must be completed and returned to the college by 3 pm on Friday 11 September 2020.

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 board 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 Application Form, ask the person nominating you (if not self-nominating) to complete section 2. You can ask a parent of a registered student at the college 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 board.

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 college in support of your nomination.

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

Yours sincerely,

Anne-Marie Blewitt

Executive Headteacher

