

Watford Field School Infant and Nursery

28th February 2017

Election of Parent Governor

Dear Parents and Carers,

Could you be a school governor? Would you like to use your skills and expertise to help support our children's education? We currently have two vacancies for a Parent Governor on our School Governing Body.

School governors come from all walks of life, you don't need to have any knowledge of the education system and we welcome skills and expertise from a variety of backgrounds. The only key requirements are that you are 18 years or over and essentially have a dedication and a desire to make a positive difference to the education of the children in our school.

If you have spare time in the evenings and/or daytime and are interested in this challenging and ultimately rewarding role please complete and return the attached form to the school office by **9am on Tuesday 14th March 2017**. Another parent of a child at the school must sign the form in support of your nomination.

Please give brief details about yourself (**not more than 80 words**) on the form. If an election is needed the information you have provided will be copied and sent to other parents with the ballot papers.

If the number of nominations is the same as or smaller than the number of positions to be filled, then the people nominated will be elected. If there are not enough nominations, the governing body will be able to appoint a parent to fill the vacancy.

If a ballot paper is needed we will send you one on Thursday 16th March 2017. Each parent will be sent one ballot paper regardless of how many children they have at the school, and each parent will have one vote per vacancy. The ballot will be secret and you will be notified of the result as soon as possible afterwards.

The term of office for a Parent Governor, as for other Governors, is four years. If you are elected you may serve the full four years even if your child leaves the school before your term of office finishes.

Only parents (including carers) of children registered at the school are entitled to stand or vote in the election. In most cases it will be obvious whether you are a parent, but to avoid uncertainty, for the purpose of the election of a parent governor, a parent is someone who is involved in the full time care of a child on a settled basis and who has "parent responsibilities" or who cares for a child.

If you have any questions about the role of Parent Governor or the nomination process please do not hesitate to contact myself or alternatively you can email the Chair of Governors, Anna Addison (governors@fieldinfants.herts.sch.uk).

We look forward to receiving your nominations.

Kind Regards



Mrs A. Butcher
Head teacher

