



**Stanford in the Vale CE Primary School**  
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*Dear Parents*

## ELECTION OF PARENT GOVERNORS

We currently have **one** Parent Governor vacancy and so must hold an election. As many of you may already know, the governing body has an extremely important role: it is responsible for working strategically in partnership with the headteacher and staff to identify the most important aspects of the school that need to be improved, approving plans to achieve this and ensuring progress. Governors, individually have no power but when governors act collectively as a corporate team they are very powerful, as a corporate body not as individuals. All governors receive training to help them carry out their role. There is a special induction course for new governors.

Parents or anyone who has parental responsibility for a pupil on the school roll at the time of the election can stand for election, can nominate someone for election and can vote in the election. We also have a factsheet about becoming a governor that we hope will give you more information.

All nominations should be sent in to the school office by **Monday 1<sup>st</sup> October at 9.00am**. You can nominate yourself. Every nomination must be signed by the candidate, stating that they are willing to stand, with a few words about them and why they would like to be a governor

If more than one person offers to stand for parent governor, we will have to have a ballot process. On Friday 5<sup>th</sup> October we will send the ballot forms with the names of the candidates and their details home with the children so please watch out for the letter! The ballot is secret; you can send or post the ballot paper back in a sealed envelope, or drop it into the ballot box outside the school office. All the votes must be in by the date and time on the ballot paper so they can be counted. In the event that the number of candidates is the same as the number of places then no election takes place – an appointment is made.

**If you would like to know a little more about becoming a parent governor, please get in touch with Mrs Braddy who is at present a co-opted governor or Janet Warren who is chair of governors.**

Please think about taking on the role, or suggesting someone who will do it well. We need committed parent governors to make the governing body as effective as it can be.

Yours Sincerely

Amanda Willis

Janet Warren

Headteacher

Chair of Governors

**Please note:** Parents who work at the school for 500 hours per year are not eligible to be parent governors but they are eligible to vote in parent governor elections.



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# GOVERNOR FACT SHEET

The governing body consists of parent governors, staff governors, co-opted governors, foundation governors and LA nominated governors. Parent governors have all the same powers and duties as other governors.

The governing body meets once a term, in the evening. If possible every governor joins at least one of our committees. These are responsible for different aspects of the school and are Resources, Pay and Personnel & Curriculum and Communication. Committees meet once a term in the evening. We also invite governors to come into school occasionally during the school day so they can understand how the school operates and see improvements for themselves.

To be eligible to stand for election as a parent governor you have to have parental responsibility for a pupil at the school. Having "parental responsibility" is not limited to biological parents, but will cover you if you are a step-parent, foster parent, grandparent bringing up the child, or permanent partner of the child's biological parent. A few people cannot be school governors; those who have been made bankrupt or who have been in prison for certain offences may not serve for at least three years afterwards. School staff are not eligible to stand as parent governors if they are employed for 500 hours or more per year. If you have any doubts as to your eligibility on any of these grounds, please contact the school office/headteacher.

The child must be on the school roll at the time the election is held. However, parent governors do not have to resign if their children leave the school before their term of office has expired.

Although you don't need any educational experience or expertise, you should attend the free training course provided by Governor Services for newly appointed governors so that you are fully aware of your role.





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