



Deeping St Nicholas Primary School

Main Road

Deeping St Nicholas

SPALDING

Lincolnshire

PE11 3DG

 01775 630280

 enquiries@deeping-st-nicholas.lincs.sch.uk

Dear Parent

VACANCY FOR A PARENT GOVERNOR

In accordance with the Education Act 2002 the Governing Body of each school shall include Parent Governors, these being parents of registered pupils at the school elected by such parents.

The definition of parent is found in the Children Act 1989. In addition to the actual parents of a child, "parent" can include any person who is not a parent of a child but has parental responsibility for him or her or who has care of the child. This means that it is possible for a child to have more than two parents eligible to participate in an election.

If you are interested in being a candidate please complete the slip attached, proposed and seconded and forward it to the Returning Officer to arrive not later than **Monday 12 November 2018**. It is recommended that candidates supply a short personal statement (not more than 50 words) about themselves for circulation to voters.

Candidates should be aware of certain disqualification clauses relating in particular to bankruptcy and criminal convictions. If you are in any doubt about your eligibility to stand for election please contact the Returning Officer who will be able to supply you with further details.

The main duties and responsibilities of school Governors are set out overleaf. It should be noted that an elected Parent Governor is appointed for a 4 year term and may continue in office even though their child may have left the school part way through their term of office.

If there is more than one candidate you will be sent voting slips and details about the electoral process via your child. The results of the election will be published in the school newsletter.

Any queries relating to this election should be made to the Returning Officer at the school.

Yours sincerely

Mrs A Bandey

Returning Officer

DUTIES OF A GOVERNOR

Governors are not expected to be involved in the day to day management and administration of the school, but rather to set strategic plans for the school and to provide the Headteacher with guidance on general principles.

Whilst it is difficult to define in precise terms what all the duties of a Governor are, the following are among them:

- To work as a member of the Governing Body **for the best interests of the school**
- Attend the regular meetings and special meetings of the Governing Body as well as meetings of any Committees to which they have been appointed
- Become familiar with general educational issues and developments
- Take an interest in school activities
- Promote the school within the local community
- Be able to commit time to the duties and responsibilities of a Governor
- Be prepared to become involved in:
 - Staff appointments
 - Pupil Discipline
 - The school curriculum
 - The financial management of the school
 - Health and safety matters
 - Governor Training
 - Parents' Meetings

Governors have an increasingly important role and attending termly meetings only is not enough. It is essential that the person appointed **must have and maintain a keen interest in the work and welfare of the school**. Inevitably visits must be made to see the Headteacher and what the school is doing; to play an active part in the public and social life of the school. Governors also have the task of being the immediate “lay” support for the professional staff in the school.

ELECTION OF PARENT GOVERNOR

To the Returning Officer of Deeping St Nicholas Primary School

I _____

(Full Name in Block Capitals)

Address _____

Wish to stand for election as a Parent Governor of the above school.

Signed _____ **Date** _____

The nomination is proposed by _____

Signed _____ **Date** _____

Seconded by _____

Signed _____ **Date** _____

(Both of whom are parents of pupils registered at the school)

A short personal statement about yourself (not more than 50 words)