

Dear Parent/Carer

Election of Parent Governors

There is a vacancy for a parent governor on the Governing Body of this academy and I am writing to invite parents and guardians of registered pupils to stand for election.

The position of governors is vital to the effective running of the academy and a means of giving a worthwhile service to the academy and community.

The role of a parent governor

As a parent governor, you'll work with the board to ensure it effectively carries out its responsibilities. You'll also play a vital role in ensuring that the board is connected with, and is aware of the views of parents and the local community.

If you are interested in children's education, prepared to attend meetings, training and, most importantly, maintain confidentiality, then this could be for you.

Please see the reverse of this letter for details of those who are eligible to stand for election.

To apply for the role, please complete the candidate form also on the reverse of this letter and return to the school by **28th September 2020**.

If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this.

If you have any queries about this process or would like to find out more about the role, please contact the Clerk, Karen Churchill.

Yours sincerely

Headteacher

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