



Holy Trinity C of E Primary School

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Head Teacher: Miss Anna Smith

14th June 2021

Notification of Vacancy for Parent Governor

I am writing to notify you that a vacancy has arisen for a Parent Governor on the school's governing body from July 2021. Nominations are invited from anyone with parental responsibility for a pupil registered at the school.

The Value of School Governance

Governing bodies make decisions which are in the best interests of children and young people. Keeping the decision making as close as possible to those that are affected by the decisions, makes for sound and efficient leadership and governance. Fulfilling the role of a school governor is both a serious undertaking and enormously rewarding. Not only do governors bring their own knowledge and skills to the role, but, in learning how schools are run, they often develop their understanding of leadership. The majority of employers are appreciative of this and are supportive of their staff taking on the responsibility. In addition, contributing to the growth and development of a school and seeing tangible improvements in the attainment and wellbeing of the children is a satisfying and important contribution to the local community. There is a full training programme to prepare you for the role so you must be able to commit to this. To find out more visit <http://www.nga.org.uk/Be-a-Governor/Be-a-Governor.aspx>

Specifically at present, our Governing Body requires someone with Legal, HR, Financial knowledge and experience. Do you have or know someone that has these?

If you wish to stand for election as a Parent Governor you should:

- Complete a nomination form (available from the school office or on school website)
- Have your nomination countersigned by another parent with a child attending the school (or you may nominate yourself);
- Return the form to the school clearly marked for the attention of the Returning Officer by **12.00 noon on Monday 28th June 2021**. Please note that NO nomination will be accepted after this time.

If the number of nominations received does not exceed the number of vacancies, all those nominated will be appointed without a ballot. If there are more nominations than vacancies, a secret ballot will be held, and each parent will be issued with a voting paper via pupil post. A copy of the election process of parent governors is displayed on the school notice board and website. A time table for the election is set out below.

In the event of a ballot, notice of election will be given to parents on **Monday 28th June 2021** .

Voting will take place from **Monday 5th July 2021 8.00am – Friday 9th July 2021 3.00pm**.

Results of election will be announced on **Monday 12th July 2021**. All parents will be notified of the result.

New Governor Induction training is scheduled for **15th September, 22nd September, 6th October & 3rd November 2021**. If you would like more information on what the role of a Parent Governor is, please contact our Chair of Governors, Yasmin Thorn-Davis on email thory002@holytrinitysch.co.uk.

Yours faithfully

Anna Smith
Returning Officer