



15 October 2021

Dear Parent/Carer

PARENT GOVERNOR ELECTION

I am writing to invite you to stand for election as a Parent Governor or nominate other parents/carers to do so. In our school we have provision for four Parent Governors and there will be three upcoming vacancies.

I would like to take this opportunity to thank our outgoing Parent Governors for their contribution and support over the previous four years.

The governing body, with the Headteacher, has considerable responsibility for the school. Governing bodies have three core strategic functions:

- ensuring clarity of vision, ethos and strategic direction;
- holding the Headteacher to account for the educational performance of the school and its pupils; and
- overseeing the financial performance of the of the school and making sure its money is well spent.

Any parent/carer with a child on register at the school is eligible to become a Parent Governor. It is most important that parents/carers are fully represented, and I therefore ask that you give careful consideration to either putting your own name forward as a candidate or to nominating another parent/carer as a candidate, if they are willing to be nominated.

No special qualifications are needed, and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. Training is available for all governors and this governing body has an expectation that those new to being a governor attend induction training.

The enclosed Declaration of Eligibility summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school or who are elected members of the Local Authority are not eligible to stand in these elections.

If you would like to stand for election, please complete the enclosed nomination form and return it to the school no later than Monday 1 November 2021. Please send your completed nomination form to enquiries@titussaltschool.co.uk or return to school for the attention of the Chair of Governors. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted, but if you are nominating another parent/carer, please seek their prior consent.

If we receive more than three nominations, a ballot will be held so that all parents/carers can choose who will represent them on the governing body. The election will be by secret ballot. If that is necessary, voting papers will be sent to all parents/carers together with details of the ballot procedure.

Thank you for your continued support.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'S Craven'.

Shirley Craven
Chair of Governors



Election of Parent Governors - Nomination Form

Please enter IN BLOCK LETTERS the name and address of the person being nominated for election:

Name: _____

Address: _____

Signature of person nominated: _____

Signature of proposer (if different to nominee): _____

Name and address in BLOCK LETTERS of proposer (if different to nominee):

Personal Statement (maximum 250 words)

Please say why you are interested in being a Parent Governor:

Please give a brief outline of your interests and experiences (this could include work, voluntary activities, hobbies, family, community involvement) and detail any of the desired skills that you may have:

Signed: _____

Date: _____

PLEASE NOTE - There are three vacancies for Parent Governor. You may make up to three nominations. If you wish, you may nominate yourself by putting your own name in the space above. All nominations must be received in school by 3.30pm on Monday 1 November 2021.