

**Fulford
School**



Mathematics & Computing College

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Headteacher: Ms. L. Savage, BA, NPQH
Deputies: Mr. T. Johnson, BA, Mrs. S. Rees, BSc, NPQH



Dear Parent/Carer

ELECTION OF PARENT GOVERNORS

I am writing to you to inform you about an election of Parent Governors. The Governing Body, when it is complete, comprises twenty Governors of which seven will be elected by the parents. There are currently two Parent Governor vacancies within school. Parent Governors will serve for four years, unless they resign. They can continue in office even when their children have left the school.

The Governing Body also comprises

- LA Governors (appointed by the City of York Council)
- Teacher Governors
- Staff Governors
- Community Governors (chosen by other governors)
- Headteacher

What do Governors Do?

The governor's responsibilities affect most areas of the work of the school. They establish, with the Headteacher, the aims and objectives for the school. They have a role in school discipline and they take part in appointing staff; they have overall control over the money spent on books and equipment and they have responsibilities in connection with the use and maintenance of the premises. More generally, they are expected to be in touch with the local community and to help guide the school to meet the community's educational needs. They are also expected to be able to explain to the community what the school is trying to achieve for their children.

Do Parent Governors have Special Responsibilities?

No. Parent Governors do not have extra duties. Governors work as a team, with shared responsibilities. The Parent Governors speak as parents: they can't speak for all parents.

How are Parent Governors Appointed?

We take the term 'parent' to include anyone who has custody of a child registered at the school, as well as 'natural' parents.

If we receive more nominations than there are places to fill, there will be a secret ballot and I will send ballot forms (1 per parent) and envelopes for their return to each home via your child. The form explains how votes may be cast.

If you feel that you have a contribution to make to the school in this way, and would like to discuss the role of Governor, please come and talk to me and I'll explain the processes involved. The election is not a threatening process and only takes place when we have sufficient candidates.

If the number of nominations we receive is the same as the number of places to be filled, then those people will be declared elected. If there are fewer, they will be declared elected and it will be for the rest of the governors to fill any vacancy by inviting a parent of a child at the school to become a Parent Governor.

Parent Governors must be people who have children at the school when they are elected. This is the only qualifying criteria. Beyond that if you have a strong belief in continually improving the quality of education of children at school, now and in the future, then you already have the most important qualification a governor needs. Obviously being a governor is a fairly time consuming activity with meetings to attend and papers to read but the vast majority of governors agree that the job brings many rewards, though not of the financial kind!

Furthermore, throughout your term of office you will have support from the Governance Service which provides guidance, assistance and a comprehensive training programme. If you decide you wish to stand for election it is necessary to get two parents at the school to propose and second your nomination.

If you are not able to stand for election, you may know of someone who is and parents with children at the school can nominate another parent for election, providing they have their consent and a seconder. A nomination form is attached for anyone who wishes to propose and endorse candidates for the vacancies.

The rules for the election are written down in Regulations made by the LA, and these can be inspected at the school.

Result of the Election

The names of those elected will be displayed at the school and on the school's website for at least seven days and will be included in the next edition of the Headteacher's update.

Anyone having any query about the election is invited to contact the school.

Yours sincerely,

A handwritten signature in black ink that reads "L. Savage". The signature is written in a cursive style with a period at the end.

Headteacher

THE CLOSING DATE FOR NOMINATIONS IS : Monday 27 January 2014 at 3:30pm.

ELECTION OF PARENT GOVERNORS

NOMINATION PAPER

Name of School FULFORD SCHOOL

Number of Parent Governors to be elected 2

Please read the notes below before completing the form

CANDIDATE (Name/Address/Signature) PROPOSED BY (Name/Address/Signature)

.....
.....
.....
Signed

SECONDED BY
(Name/Address/Signature)

.....
.....
.....
Signed

NOTES

A parent can propose a candidate, stand for election and vote in the election, if he or she has a child registered at the school on the date of the election.

A PROPOSER must be eligible to vote in the election
must obtain the consent and signature of the nominee
may propose a candidate or candidates up to the number to be elected (see head of this form).

A CANDIDATE must be eligible to vote in the election
must have reached the age of 18
must not have been adjudged bankrupt, or been convicted of a criminal offence during the last five years for which a prison sentence (suspended or not) of 3 months or more was imposed.

THIS FORM MUST BE RETURNED TO THE HEADTEACHER WITH THE CANDIDATE INFORMATION FORM BY **3:30pm ON MONDAY 27 JANUARY** IN A SEALED ENVELOPE MARKED “CONFIDENTIAL - PG NOMINATION

ELECTION OF PARENT GOVERNORS

CANDIDATE INFORMATION FORM

Election of Parent Governors at Fulford SCHOOL

Name Age(s) of child(ren)

Experience and/or interests relevant to serving as a Governor
(maximum 80 words)

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.....
.....

Signed