



Hayton C of E Primary School, Hayton, Brampton, Cumbria, CA8 9HR

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Acting Head Teacher: Mrs Catherine Gosson-Low

25th June 2021

Dear Parent

PARENT GOVERNOR ELECTION – HAYTON C of E PRIMARY SCHOOL

I am writing to inform you of a vacancy on the school Governing Body for a Parent Governor.

THE NOMINATION OF PARENTS AS CANDIDATES

Each parent* of a pupil attending the school is to be given the opportunity of putting their name forward with a view to becoming a parent governor. If you want to submit a nomination on your behalf you should do so, in writing, to the clerk – Kimberley Ward. This can be done via email to clerk@hayton.cumbria.sch.uk.

Letters of nomination must be supported by two sponsors, who must also be parents of children currently attending the School. It is acceptable just to name the two supporting parents. The closing date for the receipt of nominations by the school is **3.30pm on Friday 9th July 2021.**

In the event of there being no more than one nomination, the person nominated will automatically become a Parent Governor.

THE ELECTION PROCEDURE

If the school receives more than one nomination then an election by secret ballot will be held to allow parents to decide who they would like to represent them. Should an election be necessary, it will be held as soon as possible. Each parent* of a child who at the time of the election is a pupil at the school will be entitled to vote. Following an election, parents will be told the name of the successful candidate. In the event of it being necessary to hold an election, the clerk will issue all parents with further details concerning the way in which the ballot (which will be entirely secret and as foolproof as possible) is to be organised and supply the official ballot papers.

CANDIDATES' CONTRIBUTION TO THE ELECTION

Candidates will be given the opportunity to write a short statement, which will be circulated to all parents of the school. Should candidates wish to seek support in any other way, this will be entirely their own responsibility.

TERM OF OFFICE OF PARENT GOVERNORS

An elected parent governor will hold office for a period of four years.

PARENTS' PARTICIPATION

It is very important for the efficiency and effectiveness of schools that parents should be encouraged to have an active involvement in their children's education. Consequently, parents are encouraged to participate and take an interest in the election process whether as candidates or voters. In this way all parents can have an effective voice concerning the running of their children's school and have a proper vehicle for the expression of their views regarding School policies.

SCHOOL GOVERNMENT IN GENERAL

On appointment/election all governors receive documents and training to help them in their role as a school governor.

If you have any queries at this stage regarding the subject of Parent Governors, please contact the clerk via email, who will be happy to try to help you.

Yours sincerely

Kimberley Ward

Kimberley Ward
Clerk to the Governing Body

* DEFINITION OF “ PARENT”

Section 576 of the Education Act 1996 defines “parent” to include:

- all natural parents, whether they are married or not; and
- any person who, although not a natural parent, has *parental responsibility* for a child or young person; and
- any person who, although not a natural parent, *has care* of a child or young person.