



17 September 2021

## ELECTION OF PARENT GOVERNORS

Dear Parent

The Instrument of Government for St Mary's Catholic Primary School as constituted under the Education Act 2002 requires that the governing body must include two parent governors who have been elected by the parents of registered pupils of the school and who are themselves parents of registered pupils of the school at the time of their election. However, any parent who is an elected member of the local authority or employed to work at the school for more than 500 hours in any twelve consecutive months is not eligible to be a parent governor.

There is currently one vacancy and you are therefore invited to take part in the election of a parent governor for this school who will serve on the governing body for four years unless they resign the post in the interim. Nomination forms are being emailed to parents and paper copies are available from the school office. These must be returned to the school no later than **12pm on Monday 4<sup>th</sup> October**. Should only one nomination be received by the official closing date, the candidate will be duly elected unopposed. In the event of there being two or more nominations an election will take place between the 5<sup>th</sup> and 15<sup>th</sup> October Information on voting arrangements will be sent to you at a later date.

Please note that you should not participate in more nominations than there are vacancies. Each nomination requires two proposers.

Yours sincerely

Returning Officer



## **Becoming a Parent Governor**

Not everyone can become a governor. There are some restrictions. They are set out in Schedule 6 of The School Governance (Constitution)(England) Regulations 2007 (2007 No.957) and Schedule 4 of the 'School Governance (Constitution)(England) Regulations 2012 (2012 No. 1034), which have legal force in this area. Relevant details are printed on the reverse of the nomination paper. Remember also that any parent who is an elected member of the LA or employed to work at the school for more than 500 hours in any twelve consecutive months **is not eligible** for election.

By signing the nomination paper eligible candidates indicates that they understand and accept the stated conditions, understand that they must apply for DBS disclosure certificate within 21 days of being elected and accept that their appointment will be invalid if a satisfactory disclosure is not obtained. The school will assist in the application of the DBS certificate following the completion of the election process. Refusal to submit to the check will result in disqualification as a governor.

