 ST MARY'S CHURCH of ENGLAND PRIMARY SCHOOL

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Dear Parents

**ELECTION OF PARENT GOVERNOR TO THE GOVERNING BODY OF ST MARY'S CE PRIMARY SCHOOL**Would you like to be a Governor of your child’s school? As you may know, two places on the Governing Body of St Mary's are reserved for parents and an election is to be held soon to fill a vacancy on our governing body.

As volunteers, school governors carry out an important and satisfying job in the education sector and this is a chance for you as a parent to have an influence over the education the school provides for all its children. Governors make decisions about many aspects of the school including the curriculum, staffing and the school’s finances.

School governors are drawn from all walks of life, with each bringing his or her unique skills and experience to the role of school leadership. You do not have to be a working professional, just someone who wants to be involved and make a difference.

Governors are the strategic leaders of our school and have a vital role to play in making sure every child gets the best possible education. Their role is vital to the education of the children of St Mary's so we would urge you to consider standing. In case you feel a bit daunted by the responsibilities, training will be available to help you understand your role as a Governor.

Governors are expected to attend at least three full meetings of the School Governing Body each year and also other meetings of Committees of the Governing Body. They will take an active interest in the school and the children and help promote the parental view at Governor meetings. Further criteria are below:

* All people who have parental responsibility for a child at the school are eligible to stand for election as a Parent Governor.
* If there are more nominations than vacancies an election will be held. The election will be organised by the Headteacher of the school and every parent of a pupil in the school will receive a voting paper and will have the opportunity to vote.
* Parents will be able to vote by sending in their vote to the School

Please note that there are certain restrictions which prevent a person from standing for election as a Parent Governor.

A person cannot stand for election as a Parent Governor if they are an elected member of the Local Authority or if they work at the school for more than 500 hours in a school year. People who are bankrupt may not serve as Governors, nor may people who have in the previous five years been sentenced to three months or more in prison without the option of a fine. People who have been sentenced to a period of more than two and a half years of imprisonment may not stand within twenty years of that conviction and anyone who has been sentenced to a period of imprisonment of five years or more is totally disqualified. People who are disqualified from working with children may not hold office as a Parent Governor.

The term of office is four years and if you would like to be considered you may nominate yourself as a candidate. No proposer or seconder is required but you must signify your intention to stand in writing **by 9.00 am on Friday 29th September 2017.** This must be placed in a sealed envelope addressed to ‘The Headteacher: Parent Governor Election’. It would also be helpful if you included a short personal statement with your nomination (maximum 200 words) to circulate to parents in the event of the need for an election. This should be an additional document to the letter of nomination.

Should you be in any doubt about any aspect of Governor elections, nominations or appointments, do not hesitate to contact the school or you may wish to telephone the School Governor Support Team at Birmingham City Council on 0121 303 8394.

Yours sincerely

Mr S Smith

Headteacher