



North Walney Primary, Nursery & Pre-School

"Creative Learning, Quality Education, Achieving Dreams"

Duddon Drive, Barrow in Furness, Cumbria LA14 3TN

Tel: 01229 471781 www.northwalney.cumbria.sch.uk

Email: office@northwalney.cumbria.sch.uk or head@northwalney.cumbria.sch.uk

Tuesday, 07 February 2017

Dear Parents

I would like to announce that we are seeking to appoint two Parent Governors to join the team on our Governing Body.

All parents with children attending North Walney Primary School have the opportunity of putting their name forward with a view to becoming a parent governor. If you would like to submit a nomination for yourself you can do so using the form attached and returning it to school for the attention of the Headteacher. It must be countersigned by two 'sponsors' who must also be parents of children at the school. All nominations must be in school by noon on Wednesday 1st March 2017.

In the event of there being no more than 2 nominations, the persons nominated will automatically be elected unopposed as parent governors.

If the school receives more than two nominations, an election by secret ballot 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.

In the event of an election, I will issue all parents with further details concerning the way in which the ballot will be organised and will also send out ballot papers. These will remain confidential and only the final figures of voting results will be shared.

Candidates who are going forward for election will be invited to write a short statement about themselves which will be sent out with the ballot papers.

A Parent Governor is elected for a term of office lasting four years.

If you would like to find out more about being a School Governor you can visit <http://www.cumbria.gov.uk/childrensservices/schoolsandlearning/governorservices/becomingagovernor.asp> or please feel free to make an appointment to meet with me. We are looking for parents who want to play an active role in the future development of our school.

Thank you for your continued support of our school, and I look forward to greeting our Parent Governor at the next meeting.

Yours sincerely

Paul Slater
On behalf of the Chair of Governors

'Children are at the heart of the decisions we make'

Information

A. Eligibility

- All parents of pupils at the school and, in the case of maintained nursery schools, parents of children for whom educational or other provision is made on the premises of the school can be nominated as a candidate for a parent governor election except for:
 - Elected Members of the Local Education Authority
 - Anyone paid to work at the school for more than 500 hours in any 12 month period commencing on 1 August and finishing on 31 July.

B. Nomination

- Any parent who wants to be nominated has to be proposed and seconded by two other parents of pupils (children) at the school using the nomination form on the page opposite. It should be completed and sent to the Returning Officer by 12.00 noon on Please note there can be no extension beyond this time and date.
- Candidates should complete the reverse of the nomination form with biographical details. This information will be sent with the voting papers to all parents to help them decide how to use their votes.

C. Parent Governors

(See also information sheet on parent governors)

- The governing body of the school has several categories of governor, and "parent governor" is one of these categories. All governors carry equal status.
- Responsibility rests in the governing body as a whole. Individual governors only have responsibility collectively in the governing body. To be a governor does not give personal authority.
- The term of office for a parent governor is ___ years, and a parent governor does not have to resign if his/her child ceases to be a pupil at the school before that period of time ends, though s/he may do so if s/he wishes.

D. Disqualification

- Regulations disqualify certain individuals from becoming a governor. The attached appendix lists the disqualification criteria. Prospective governors should read it carefully before proceeding with their nomination.

Nomination Form

Before completing this form, please read the notes on the opposite page.

	NAME Mr/Mrs/Miss/Ms	ADDRESS	SIGNATURE
Nominee	(Capitals)		
Proposer	(Capitals)		
Secunder	(Capitals)		

Declaration of Nominee: I am willing to accept nomination and confirm that I am not disqualified from becoming a governor. Should I be elected I agree that if I subsequently become disqualified I will notify the Clerk to Governors in writing.

Should I be elected I understand that information on my governorship will be made available to the County Council for its use in providing support to school governors*.

* In this respect the Data Controller is Lancashire County Council and the nominated officer for data protection is the Data Protection Officer.

Signed:

Wednesday 1st March 2017

This form must be returned to the Headteacher/Returning Officer by 12.00 noon on Late nominations will not be accepted.

CUT/TEAR HERE

Biographical Details	Name of School
<p>Candidates are asked to give some information about themselves, which will help parents to decide whether to vote for them or not (Maximum of 60 words)</p> <p>Name (Capitals) _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Signature _____</p>	<p style="text-align: center;">Parent Governor Election Notice of Election</p> <p>Dear Parent,</p> <p>There are places for parent governor(s) on the governing body of this school. They are elected by the parents of pupils at this school* to serve a year term of office. There is now a vacancy for parent governor(s). You may, if you wish, put yourself forward for election, using the attached nomination form. Please read the information given with this form.</p> <p>The timetable for the election is:-</p> <ol style="list-style-type: none"> Nomination form to be returned to me by 12.00 noon on Wednesday 1st March 2017 Ballot papers to be sent to all parents Friday 3rd March 2017 <p>(Voting will only take place if there are more nominations than vacancies)</p> <ol style="list-style-type: none"> Ballot papers to be returned to me by 12.00 noon Friday 17th March 2017 The votes will be counted at 1:30pm on that Friday after which the result will be announced. <p>Governors have an important and influential role to play in the life of our school, and I do hope you will be able to take part in this election by becoming a candidate and by casting your vote when the time comes.</p> <p>If you require any further information about being elected to the governing body, please do not hesitate to contact me.</p> <p>Yours sincerely</p> <p>Headteacher Returning Officer for Governor Election</p> <p>(*For a maintained nursery school add ".....and parents of children for whom educational or other provision is made on the premises of the school.....")</p>