

5th February 2015

VLU/SWT/ParGovVac

Dear Parent/Carer

RE: Election of Parent Governor Nominations

There is a vacancy for a Parent Governor to serve on the Governing Body of The Leigh Academy. We are very keen to encourage parents/carers of registered students to nominate themselves to fill these places.

Parent Governors are elected by other parents and are vital to our Governing Body. They have the same responsibility as other Governors for carrying out the Governing Body's wide range of responsibilities. Governors do not run the Academy on a day-to-day basis, their role is at a strategic or policy-making level. You do not have to be an expert on education to be an Academy Governor and we value the experience that all Governors bring to this role.

If you join our Governing Body, you will serve for a four year term and you can continue to the end of the four years even if your daughter/son leaves the Academy. Please be aware, being a Governor does take up time. There are three Governing Body meetings each year and Governors are expected to visit the Academy and join committees as requested. Although the role of a Governor is an unpaid position, it is a role which requires you to set aside time to: prepare for meetings, visit the Academy, undertake and update training.

Who can be a Parent Governor?

All those who have parental responsibility and are over the age of 18 are eligible to stand for election, including parents who work at the school provided that they work for less than 500 hours per year when they are elected.

There are some circumstances that disqualify an individual from serving as a school Governor. If you wish to stand, you will be asked to complete a self-declaration of eligibility form to state that there are no reasons for disqualification from serving as a Governor and provide evidence and address if required.

How to nominate yourself

If you would like to put your name forward, your nomination must be supported by two parents of students currently at the school (not including anyone to whom you are closely related). Their signatures, names and addresses must be on the nomination form.

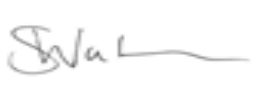
If the nominations are the same as or less than the number of vacancies, all candidates will be elected unopposed.

If there are more nominations than vacancies, an election will take place. The statements of all candidates will be typed in a standard format and circulated to all parents with ballot papers.

To find out more about what being a Governor at this Academy is like, you can contact Neil Willis on 01322 620586, who will be very willing to answer any questions.

If you would like to take the opportunity to put yourself forward as a candidate, please complete and return the attached sheet to Helen Plant, Clerk to the Governors by 9 a.m. on Tuesday 3rd March 2015. If it is necessary for there to be an election, I will contact you to let you know about the arrangements.

Yours faithfully

A handwritten signature in black ink, appearing to read 'SWaterman', is written over a horizontal line. The signature is enclosed in a thin black rectangular box.

Sharon Waterman
Principal
Darwin College