

You will need to nominate yourself for the position of parent Governor and the process will be as follows:

<b>Stage No.</b>	<b>Action</b>	<b>When</b>
Stage 1	Interested parties meet with myself and Phil Pearson (Associate Head Teacher), to get more details of the role and provide an opportunity to ask questions. Please contact Mrs S Hirst on 516712 if you intend to come to this meeting.	April 4 <sup>th</sup> 5.00pm at school
Stage 2	Parents complete the proforma overleaf to indicate their interest in the position of Parent Governor	Return by post to me by April 24 <sup>th</sup>
Stage 3	Definitive nominations for the post made, including the preparation of an election statement in case of the need for a vote	w/c April 24 <sup>th</sup>
Stage 4	Ballot papers out to parents	May 8 <sup>th</sup>
Stage 5	Election closes	3.00pm on March 15 <sup>th</sup> . Votes counted and election result notified to candidates
Stage 6	All parents notified of election outcome	May 17 <sup>th</sup>
Stage 7	Successful candidates to attend the Full Governors meeting	May 24 <sup>th</sup>

I hope that this letter has given you sufficient information to decide whether you have an interest in the position of parent Governor, but please do not hesitate to get in touch if you need any further information at this stage.

Yours sincerely

Dr Lesley-Anne Pearson

Chair of Governors

---

**Please complete this slip if you are interested in the position of Parent Governor and return it, by post, to Dr Lesley-Anne Pearson at the address overleaf or alternatively, hand deliver to reception at the school.**

Name (please print) .....

Name of child/children at the school .....

.....

Please insert a summary in no more than 200 words covering a little bit about yourself, any experience which would help you in the post of Governor and why you want to become a member of the Governing Body.

Signature .....