



**The Nelson Thomlinson School**  
**Wigton**  
**Cumbria**  
**CA7 9PX**  
*...still "outstanding"*  
**(Ofsted, May 2013)**

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**Headmaster:**  
**Mr DS Northwood, M.A., M.Ed.**

11<sup>th</sup> March 2016

Dear Parent/Carer

## **PARENT GOVERNOR ELECTION**

I am writing to inform you of a vacancy on the school Governing Body for a Parent Governor. Details of the process to fill the vacancy follow.

### **THE NOMINATION OF PARENTS AS CANDIDATES**

Each parent\* of a pupil attending the school is to be given the opportunity of putting their name forward with a view to becoming a Parent Governor. If you want to submit a nomination on your behalf you should do so, in writing, to the Clerk to the Governors. Letters of nomination, enclosed, must be countersigned by two sponsors, who must also be parents of children currently attending the school. The closing date for the receipt of nominations by the school is **noon on Thursday 24<sup>th</sup> March 2016**. Please note that incomplete nominations will not be accepted.

In the event of there being no more than one nomination, the person nominated will automatically be elected, unopposed as a Parent Governor.

### **THE ELECTION PROCEDURE**

If the school receives more nominations than vacancies, 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, the Clerk to the Governors will issue all parents with further details concerning the way in which the ballot (which will be entirely secret and as fool-proof as possible) is to be organised and supply the official ballot papers.

### **CANDIDATES' CONTRIBUTION TO THE ELECTION**

The short statement supplied as part of the nomination form will be circulated to all parents of the school. Should candidates wish to seek support in any other way, this will be entirely their own responsibility.

Following an election, parents will be told the name of the successful candidate.

### **TERM OF OFFICE OF PARENT GOVERNORS**

An elected Parent Governor will hold office for a period of four years.



## **PARENTS' PARTICIPATION**

It is very important for the efficiency and effectiveness of schools that parents should be encouraged to have an active involvement in their children's education. Consequently, parents are encouraged to participate and take an interest in the election process whether as candidates or voters.

If you have any queries at this stage regarding the subject of Parent Governors, would you please contact the Clerk to the Governors, who will be pleased to try to help you.

Yours sincerely

Dawn T Richmond  
Clerk to the Governors

### **\*DEFINITION OF "PARENT"**

4. Section 576 of the Education Act 1996 defines "parent" to include:

- all natural parents, whether they are married or not; and
- any person who, although not a natural parent, has *parental responsibility* for a child or young person; and
- any person who, although not a natural parent, *has care* of a child or young person