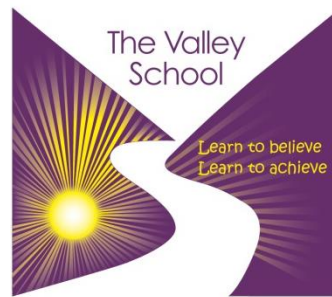


Headteacher:
Corina Foster



The Valley School
Valley Way
Stevenage
Herts SG2 9AB
Tel: 01438 747274
Fax: 01438 747966
admin@thevalley.herts.sch.uk
Entrance is via the A602
Use postcode SG2 9BN

18th March 2019

Dear Parent

ELECTION OF A PARENT GOVERNOR

There is a vacancy for one parent governor on this school's governing body. If you would like to stand for election, please complete and return the attached form to the school office by midday on **25th March 2019**. You will need to ask another parent of a pupil at this school to sign the form to support your application.

Please be aware that regulations require everyone elected or appointed to a governing body to undergo a pre-appointment check which may include a criminal background check. This is to ensure the safety of the pupils. If you are elected and you subsequently decline to undergo such a check, you will disqualify yourself.

Please give brief details about yourself (**not more than 80 words**) on the form. If an election is needed these details will be copied and sent to all parents with the ballot papers. **Please note that the 80-word limit will be strictly enforced and result in additional wording being deleted.**

If there is only one nomination, then the person nominated will be deemed elected unopposed. If there are no nominations, the governing body has the duty to appoint parent governors to fill the remaining vacancy. If an election is necessary, we will send you a ballot paper on **1st April 2019**.

The governing body has determined that the term of office for a parent governor is 4 years. If you are elected, you may serve the full term of office even if your child leaves the school before your term of office finishes.

Only parents of children registered at the school are entitled to stand or vote in the election. A parent who is paid to work at the school for more than 500 hours in a school year or is an elected member of the LA may **not stand** for election.



Each parent will be sent one ballot paper regardless of how many children they have at the school, and each parent will have one vote per vacancy. The ballot will be secret, and you will be notified of the result as soon as possible afterwards.

If you have any questions about whether you are eligible to stand or vote in the election or about anything else in this letter, please contact me.

Yours sincerely

Corina Foster
Headteacher

ELECTION OF PARENT GOVERNOR AT THE VALLEY SCHOOL

NOMINATION FORM (please email admin@thevalley.herts.sch.uk for electronic copy)

Your name
(Mr/Mrs/Miss/Ms/Dr)

Address
.....
.....

I have a child at the school and hereby nominate myself for election as a governor. I understand that if elected I will have to undergo a pre-appointment check. Biographical details (**80 words maximum**) for circulation with the voting paper are given below.

Signature

Seconded* by:
(Mr/Mrs/Miss/Ms/Dr)

Address
.....
.....

Signature

*The seconder must be a parent of a pupil at the school.

Biographical details (80 words maximum)

Your completed nomination form must be returned to the school office by midday on 25th March 2019

