



Headteacher
Mrs C. Farthing

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Friday, 30 January 2015

Dear Parent/Carer,

Election of Parent Governor

I am writing to invite you to consider standing for election as a Parent Governor for this school.

Together with the Headteacher, the Governing Body has overall responsibility for the running of the school. The Governing Body provides strategic leadership for our school and acts as a critical friend to the Senior Leadership Team. It has a vital role to play in making sure every child gets the best possible education. Governors are involved in raising attainment and progress standards for all children, raising the standards of quality of teaching, deciding school policies, allocating the school's budget in line with priorities identified in the School Improvement Plan, and appointing senior staff. In order to support Governors in their work, Kent County Council provides training for all Governors at no charge to the individual.

In our school we have provision for two Parent Governors¹. There is currently one vacancy which will be filled by a Parent Governor election.

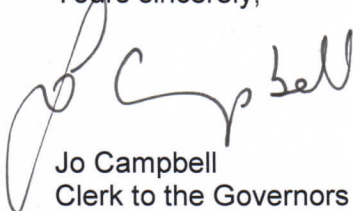
If you would like to stand for election please review the attached Person Specification. You can request an Information Pack and Nomination Form by contacting the Clerks to the Governors via email: JCampbell@staplehurst.sch.kent.uk or by leaving a message with the office staff.

Each person nominated has to be proposed and seconded by parents/carers who have a child at the school. The deadline for submitting applications is 4:00pm on Friday, 13 February 2015.

If there is only one applicant, they will be elected automatically as Parent Governor. If there is more than one applicant, an election will be held and copies of the Election Statement detailed in the Nomination Form will be circulated to all parents/carers.

I have been asked to take on the role of Returning Officer and will, therefore, be responsible for the election arrangements.

Yours sincerely,



Jo Campbell
Clerk to the Governors - Returning Officer

¹ A person is disqualified from being a Parent Governor if they are an elected member of the LA or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve month period (at the time of election or appointment).