



THE BUCKINGHAM SCHOOL

A SPECIALIST SPORTS COLLEGE

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Headteacher: Angela Wells

Friday 4th November 2016

Dear Parent & Carers,

THE BUCKINGHAM SCHOOL GOVERNING BODY – ELECTION OF PARENT GOVERNORS

There are currently two vacancies for governors directly elected by the parents and I am therefore writing to invite nominations. No formal qualifications are required; you just need common sense, time, enthusiasm and a commitment to working as part of a team to make a difference for all the children at our school. Research shows that being a school governor can provide an opportunity to develop a wide range of personal skills. As a guide, being a school governor would take up 20-30 hours per term of your time. The term of office is 4 years.

We are keen to recruit parents and carers coming from 'all walks of life' and representing all groups in our school community. You can find out more about the role by contacting the Chair of Governors, Mr Matthew Watkins - please contact Mrs Alison Allen, PA to Headteacher on 01280 812 206 or by email; office@buckingham.bucks.sch.uk to arrange this.

Parents who are nominated for election must be proposed and seconded in writing, with nominations being signed by the proposer and seconder; the person nominated must also state in writing that he or she is willing to stand for election. Those eligible to stand are the parents or carers of pupils who are currently registered pupils at this school. The proposer and seconder must also have a child currently in attendance at the school. A person who works at the school for more than 500 hours in a consecutive twelve-month period, or who is an elected member of the Local Authority is not eligible to be a parent governor.

The term of office will be for a period of 4 years. A parent whose child leaves the school may continue as a parent governor until the end of their term of office, if he or she so wishes.

Nominations should be sent to me within the next two weeks, before the closing date for nominations which is 12pm, Friday 18th November 2016. If there is only two parents nominated, they will of course be elected unopposed, but if there are more candidates than vacancies, a postal ballot will be held.

The ballot will be entirely secret and a further letter about the arrangements will be sent to you. All parents whose child/children attend this school will be entitled to vote in the postal ballot and voting will be on the basis of one vote per parent/carer per place available.

If it proves impossible to fill all vacancies, the Governing Body has the right to make an appointment in order to fill the required number of parent governor places on the Governing Body. If the need to do this arises, the governing body would first of all consider appointing a parent who has a child on roll at the school, but if an appointment cannot be made, the governing body would consider a person who was a parent of a school-aged child, but not necessarily a registered pupil at this school.

Please note that governors will be required to produce evidence of identity and complete a declaration form. All governors will be checked against the ISA First list, and anyone who is likely to have unsupervised contact with children will be required to obtain a disclosure from the DBS.

A full list of the names of the school governors will be available as soon as all the appointments have been finalised.

I enclose a tear-off slip for use in the nominating procedure for parent governors which parents may find useful, but a separate nomination letter is just as acceptable. Please return the slip or letter by the closing date detailed above.

Yours sincerely

Miss Angela Wells

Headteacher

THE BUCKINGHAM SCHOOL GOVERNING BODY – ELECTION OF PARENT GOVERNORS

I wish to nominate for the position of Parent Governor.

SIGNED:.....DATE:.....

SECONDED:.....DATE:.....

I am prepared to accept this nomination(signed by the Nominee)

DATE.....

Please return to the Headteacher, Miss Angela Wells by 12pm, Friday 18th November 2016.

Please include below information about themselves consisting of **no more than 200 words**, for distribution to parents should a ballot be required.