

Great Easton C of E (Aided) Primary School
Snow Hill
Great Easton
Dunmow
Essex CM6 2DR

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Headteacher: Claire Jackman

22nd November 2018



Dear Parent or Carer

PARENT GOVERNOR ELECTION

There are vacancies for parent governors on our school's governing body and I am writing to invite nominations to fill the vacancies.

Parent governors play an important role as members of the governing body, which is responsible for directing the conduct of the school and for promoting high standards of educational achievement. The term of office for parent governors as determined by the governing body is four years. (Some details about the work of the school's governing body are enclosed.) Training is available for all governors and those new to being a governor are encouraged to attend induction training.

If you would like to stand for election please arrange for the enclosed nomination form to be completed and returned to the school not later than 5th December 2018.

Nominations must be from parents or carers with children at the school on the day that nominations close. Parents/carers putting their names forward are invited to provide some brief biographical details limited to not more than 300 words suitable for inclusion in the ballot paper. Parents/carers who have paid employment in the school for 500 hours per academic year or more or who are elected members of the Local Authority are not eligible to stand in these elections.

The enclosed sheet summarises the qualifications to serve as a governor. Anyone standing for election must certify that he/she is not disqualified for any reason.

If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours sincerely

Claire Jackman

Claire Jackman
Headteacher