

SPP/NJB

8 January 2019

Dear Parent/Carer

Election of a Parent Governor to the Governing Body of All Saints Catholic High School.

As the term of office of Mrs Ellis, Parent Governor, is due to end on 31 January 2019 we seek nominations to serve on the school's Governing Body. Mrs Ellis has indicated that she is willing to stand again for election and this letter is to seek any further potential candidates. It is a chance for you as a parent to have an influence over the education the school provides for all its children. Governors make decisions about many aspects of the school including the curriculum, staffing and the school's finances. Training will be available to help you understand your role as a Parent Governor.

As a Parent Governor you will be expected to attend four evening meetings of the Full School Governing Body each year and also four evening meetings of a Committee of the Governing Body. The role has a four year term of office, commencing 1 February 2019.

All those who have parental responsibility for a child at the school are eligible to stand for election as a Parent Governor. If there are more nominations than vacancies an election is held. The election will be organised by me as Headteacher and every parent/carers of a pupil in the school will receive a voting paper and will have the opportunity to vote.

If you wish to stand for election you may nominate yourself as a candidate. No proposer or seconder is required but you must signify your intention to stand in writing to Mrs N J Brady, Clerk to the Governors, by **12 noon Tuesday 22 January 2019**. It would also be helpful if you would provide a short personal statement (maximum 250 words) with your nomination to circulate to parents in the event that an election is required.

Please note that there are certain restrictions which prevent a person from standing for election as a Parent Governor. A person cannot stand for election as a Parent Governor if they are an elected member of the Local Authority or if they work at the school for more than 500 hours in a school year. People who are bankrupt may not serve as Governors, nor may people who have in the previous five years been sentenced to three months or more in prison without the option of a fine, people who have been sentenced to a period of more than two and a half years of imprisonment may not stand within twenty years of that conviction and anyone who has been sentenced to a period of imprisonment of five years or more is totally disqualified. People who are disqualified from working with children may not hold office as a Parent Governor.

If you would like any further information or to speak informally about any aspect of parental elections, nominations or appointments please do not hesitate to contact me at the school or the School Governor Support Team at Sheffield City Council on 0114 250 7417.

Yours sincerely



S P Pender
Headteacher