

## ELECTION OF PARENT GOVERNOR

### Newall Green Primary School

#### NOTICE OF ELECTION

##### ***Notice is hereby given that:-***

- i) The election of one Parent Governor to serve on the Governing Body of Newall Green Primary School will take place this term.
- ii) If you are a parent of a registered pupil in the School you are entitled to take part in the election procedures.

All parents are entitled to be nominated for election to the Governing Body except

If they are elected members of the local authority in which the school is situated  
If they work at the school for more than 500 hours in any school year (August 1 to July 31)

All parents are entitled to nominate other eligible parents for election. The number of nominations made by each parent must not be more than the number of Parent Governor vacancies. Nomination Forms will be sent to parents by the Headteacher. Each nomination must be supported by parents from two other families eligible to take part in the elections. If you are nominated for election, you must sign a form giving your consent to be nominated. Unsigned Nomination Forms will not be accepted.

- iv) **Completed Nomination Forms must be returned to the Headteacher by no later than Friday 3<sup>rd</sup> March 2017**
- v) If, by the closing date for nominations shown above, the number of nominations received is less than, or equal to, the number of Parent Governor vacancies, those nominated shall be declared elected unopposed from that date. If the number of nominations received is greater than the number of Parent Governor vacancies, an election will be held and ballot papers will be sent to you by the Headteacher.
- vi) If you are a candidate for election, you may be given the opportunity to meet all parents and/or to provide them with a written statement about yourself to assist parents to decide for whom they wish to vote.
- vii) Voting will be by secret ballot and you will be asked to return your completed ballot paper to school in a sealed envelope which the school will provide. You can either return the ballot personally, by post or by giving it to your child to return to school. No vote will be counted unless it is on an official ballot paper. You can vote for no more than [insert number] of the candidates shown on the ballot paper.
- viii) Completed ballot papers must be returned to the Headteacher by not later than the date shown on the ballot paper.

Parent Governors serve for a four year\* term of office. Parent Governors are NOT required to resign from the Governing Body if they no longer have a child as a registered pupil at the school at any time during their period of office, although they may choose to do so at any time if they so wish, for any reason. If a Parent Governor does resign part way through their period of office, a by-election will be held. The newly elected Governor will serve for a full four year period of office unless she/he chooses to resign during that period.

*\*the governing body can decide upon a shorter term of office for all or certain categories of governor. If the period is not 4 years it must be included in the Instrument of Government for the school. Amend this period as required by the Instrument of Government.*

- x) If there is a tied vote, the parent with the youngest child registered at the school will be declared elected.