

Dear Parent/Carer

## **PARENT GOVERNOR ELECTION**

I am writing to you to invite you to stand for election as a parent governor, or nominate another parent to do so. In our College we have provision for six parent governors and there will shortly be 2 vacancies (one commencing on the 1<sup>st</sup> October 2016 and one on the 20<sup>th</sup> October 2016).

The governing body, with the Principal, has overall responsibility for the running of the College. Governing bodies have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Principal to account for the educational performance of the school and its pupils; and the performance management of staff; and
- Overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. However, we would particularly welcome nominations from parents with the following skills – a knowledge of Careers or Science. Training is available for all governors and this governing body has an expectation that those new to being a governor attend free induction training. If you would like to find out more about the governing body please visit the college website (our governors) via the following link:

<http://www.honitoncollege.devon.sch.uk/index.php/about-honiton-community-college/governors>

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year or who are elected members of the Local Authority are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election please complete the attached nomination form and return it to the school no later than 12 noon on Tuesday 27 September 2016. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted, but if you are nominating another parent please seek their prior consent.

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 faithfully



Glenn Smith Principal