



Archibald First School
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Headteacher Mrs R Turner

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20 September 2023

NOMINATIONS FOR PARENT GOVERNOR

Dear Parents/Carers

The Governing Body of Archibald First School is seeking nominations for two new parent governors on the Governing Body. The term of office will be for a period of four years. The Governing Body has an active and pivotal role in the school, helping to shape strategy, support development and provide independent oversight of the work of the school in meeting the vision for our children.

School governors are volunteers, from a wide variety of backgrounds, who have an interest in influencing education for the children in their local community. Governing bodies are accountable for school performance, curriculum and budgets, for setting school aims/policies and for planning the school's future direction. Governing bodies are also broadly responsible for ensuring schools provide a good quality education for, and encourage development in, all pupils.

More guidance on what being a governor involves can be found at [Interested in becoming a school governor or trustee? | National Governance Association](#) The role does involve a certain level of commitment and if you are interested in putting your name forward and would like to find out more about what is involved then please contact our current Chair Mark Moss at governors@archibaldfirstschool.co.uk

The nomination process

If you wish to apply for one of the parent governor vacancies, please complete the attached nomination form, seconded by another parent and signed by the applicant and return it to the school office by the **closing date of 3.30pm on 4th October 2023**. You should include a short statement describing why you want to be a governor and what skills and experience you will bring to the role. **This statement will be circulated, as written, along with the ballot papers in the event of an election. If you require a paper copy of this letter and the nomination form please contact the school office.**

If there are only two nominees, then these people will be declared a governor. In this case, the outcome will be announced in due course. If there are more than two nominees, then an election will be held and further information and ballot papers will be circulated.

Please find enclosed a nomination form. When submitting nominations, the following points should be noted:

- To be eligible to take part in the nomination / election process, an individual must be included on the school's admissions register as being the parent or carer of a child attending the school.
- You can be nominated and seconded by parents/carers of children attending the school using the attached nomination form. You will also need to signify in writing that you accept the nomination and complete the personal statement.
- People who are bankrupt or have criminal convictions may not serve as school governors. These and the other circumstances disqualifying individuals from holding office as school governors are set out in full in the School Government Regulations. Further information is available if required.

Yours sincerely

Mrs Rebecca Turner
Head Teacher

Dr Mark Moss
Chair of Governors

Having fun, learning together.
Curious, caring, creative and courageous.

