



All Saints' (CE) Primary School
Slatefell Drive
Cockermouth
Cumbria
CA13 9BH

Telephone: 01900 823431

Email: admin@allsaints.cumbria.sch.uk

Headteacher: Mrs Nicola Smallwood

2nd December

Dear Parents/Carers

PARENT GOVERNOR ELECTION – ALL SAINTS' CE PRIMARY SCHOOL

I am writing to inform you of a vacancy on the school governing board for a parent governor. Details of the process to fill the vacancy follow.

THE NOMINATION OF PARENTS AS CANDIDATES

Each parent* of a pupil attending the school is to be given the opportunity of putting their name forward with a view to becoming a parent governor. If you want to submit a nomination on your behalf you should do so, in writing, to the Clerk, Mrs Geraldine Nicholson. Letters of nomination must be countersigned by two sponsors, who must also be parents of children currently attending the school. The closing date for the receipt of nominations by the school is **Wednesday, 11th December at 9.00am**. Please note that incomplete nominations will not be accepted.

In the event of there being no more than one nomination, the person nominated will automatically be elected, unopposed as a parent governor.

THE ELECTION PROCEDURE

If the school receives more nominations than vacancies, an election by secret ballot will be held as soon as possible. Each parent* of a child who at the time of the election is a pupil at the school will be entitled to vote.

In the event of an election, the Clerk will issue all parents with further details concerning the way in which the ballot (which will be entirely secret and as fool proof as possible) is to be organised and supply the official ballot papers.

CANDIDATES' CONTRIBUTION TO THE ELECTION

Candidates will be given the opportunity to write a short statement, which will be circulated to all parents of the school. Should candidates wish to seek support in any other way, this will be entirely their own responsibility.

Following an election, parents will be told the name of the successful candidate.

TERM OF OFFICE OF PARENT GOVERNORS

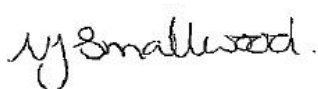
An elected parent governor will hold office for a period of four years.

PARENTS' PARTICIPATION

It is very important for the efficiency and effectiveness of schools, that parents should be encouraged to have an active involvement in their children's education. Consequently, parents are encouraged to participate and take an interest in the election process, whether as candidates or voters.

If you would like to know more about what the role of a governor entails, or you have any other queries at this stage, please contact the Clerk, who will be pleased to try to help you.

Yours faithfully



Nicola Smallwood
Headteacher

Definition of a Parent

For the purposes of education law, the Department for Education (DfE) considers a 'parent' to include:

- all biological parents, whether they are married or not
- any person who, although not a biological parent, has parental responsibility for a child or young person – this could be an adoptive parent, a step-parent, a guardian or other relative
- any person who, although they are not a biological parent and do not have parental responsibility, has care of a child or young person

A person typically has care of a child or young person if the child lives with them either full or part time and they look after them, irrespective of what their biological or legal relationship is with the child.