



Striving for Excellence

Cirencester Kingshill School

Head: Christine S. Oates

24th January 2012

Dear Parent,

ELECTION OF PARENT GOVERNORS

Cirencester Kingshill School has seven Parent Governors in total who play an important role in school life. We currently have **one** vacancy for a Parent Governor.

Kingshill school has Academy status which means that the Governing Body (including the Head Teacher), is wholly responsible for the school's management and conduct, and has responsibility for the school budget, appointment of staff, discipline, implementing the National Curriculum, admissions and reporting to parents on how the school is functioning. Meetings of the full Governing Body take place on one evening each term (6 times a year) and all Parent Governors are expected to join one of the Governor Committees. The Governors committees are: Curriculum & Pastoral, Finance, Buildings and Health & Safety.

Mr. Andy Johnson, Chair of Governors, has enclosed an information sheet on the role of Parent Governors. If you wish to contact him for an informal chat or for more details, his email address is at the bottom of the document.

The length of the term of office for a Parent Governor is four years and the appointed person must be a parent of a registered pupil at the school.

If you wish to be nominated or to nominate candidates for election as a Parent Governor, please complete the attached form. The nomination must be seconded, and the nominee should sign it to indicate their willingness to serve as a Parent Governor. Please return the form to me, **Mrs L Lever**, Clerk to the Governors, by **12 noon on Tuesday 7th February 2012**. You may nominate more than one candidate if you wish. ***(Please contact me on 01285 651511 if you require another nomination form)***.

If more than two nominations are received an election will take place on **Wednesday 7th March 2012**. Voting papers will be sent out on **Friday 24th February 2012**. If you have any queries, please contact me at school.

The newly elected parent governors will be invited to attend the next Governors meeting in March 2012.

Cirencester Kingshill School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo an Enhanced Criminal Records Bureau check.

Yours sincerely,

Lydia Lever
Clerk to Governors



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NOMINATION FORM

I HEREBY NOMINATE.....(Name in Capital Letters)

to stand for election as a Parent Governor and a Director of the Academy Trust of Cirencester Kingshill School.

(The Nominee has a child at school and is willing serve if elected.)

Name of Nominee's child Form.....

Address.....

..... Tel:

Signature of Nominee.....(PRINT NAME)

NOMINATED BY PARENT of (Name) (Form)

Address

..... Tel:

Signature(PRINT NAME)

SECONDED BY PARENT of (Name) (Form)

Address

..... Tel:

Signature(PRINT NAME)

BIOGRAPHICAL DETAILS FOR INCLUSION IN BALLOT PAPER. (Maximum 50 words)

N.B. COMPLETED NOMINATION FORMS MUST BE RETURNED TO THE CLERK TO THE GOVERNORS, C/O KINGSHILL SCHOOL (OFFICE NEXT TO THE SCHOOL BANK OFFICE) BY 12 NOON ON TUESDAY 7TH FEBRUARY 2012. (Any nomination forms received after the deadline will be void)