



Crestwood Park Primary School

Be the best you can be

Dear Parent

Election of Parent Governor Feb/March 2023 - Crestwood Park Primary School

I write to inform you that your child's School requires a Parent Governor to serve on the Governing Body. The purpose of this letter is to explain how the Parent Governors are to be elected. Any election will be conducted by secret ballot.

How to nominate someone to stand for election

Any Parent with a pupil at the school may stand as a candidate for election as a Parent Governor so long as none of the disqualifications listed in this document apply.

Each candidate must first sign a form agreeing to his/her nomination. For each candidate the name, address and signature of a proposer and seconder is required, both of whom must have pupils at the school. No person may sign more than two nomination papers.

Candidates will be asked to submit a short personal statement, in about 100-150 words, which will be circulated to Parents if a ballot is necessary.

You may nominate yourself for the vacancy, but will still require a proposer and seconder, one of whom may be your spouse.

Parent Governors will be elected for four years and do not cease to hold office when their child leaves the school, though they may wish to do so.

You may nominate up to two Parents for appointment to the Governing Body.

Nomination forms can be collected from the school office.

Nomination forms should be completed and returned to the school office by 17th February 2023. You may, if you wish, post the form to the School, but it must be with the Office by 3.30pm on this date to be considered valid.

The Election

If the number of candidates exceeds the number of spaces on the Governing Body there will need to be an election. If this happens you will be sent a ballot paper during week commencing 27th February 2023 and the Election will be held on Friday 3rd March 2023.

If you would like more information about the role of the Parent Governor, please contact me by email and I can send you an information pack containing further details.

Thank you for your assistance in this matter.

Yours sincerely

Joshua Davies
Chair of Governors

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