



Dear Parent /Carer,

Parent Governor Nomination

The school is seeking nominations to fill a vacant parent governor place on the Governing Body. The term of office will be for a period of four years. Nominations should be returned to school no later than **noon on 12th November 2021**.

In terms of our governing body we are in need of someone with background in finance or accountancy to replace Carol Bainbridge who was the Chair of our Finance and Staffing Committee. However, this is not an essential requirement as there are other roles and opportunities within the governing body.

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.

The nomination process

Please find attached an application form. When submitting an application, you should take account of the following:

- To be eligible to nominate yourself or another, you must be included on the school's admissions register as being the parent or carer of a child attending the school.
- You can put yourself forward (self-nominate) by completing the attached nomination form and asking a parent/carer of another child at the school to second your self-nomination. You should also complete the personal statement in case there is a ballot.
- 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.
- If there is only one nominee, they will be elected to the GB. If there are multiple nominations, there will need to be a ballot; you will be informed about the process and issued with voting papers if the need arises.
- If you want to raise ask questions and please can you send your questions by e-mail to admin@archbishop.newcastle.sch.uk and we will respond to them.

Yours sincerely,

Mrs Sarah Hawkins

Chair of Governors