



BUDEHAVEN  
COMMUNITY SCHOOL

Headteacher: Mr Dominic Wilkes BSc (Hons) NPQH

## Budehaven Community School - Election of Parent Governor

To all Parents and Carers of Children attending Budehaven Community School.

You are invited to nominate any parent or guardian of a child, on the register of the school for election. A nomination form is enclosed; further forms are available from the school. **Please note that you cannot seek nomination if you are an elected member of the County Council or if you are contracted to work at the school for 500 hours or more between 1st August and 31st July.**

Please bring your completed nomination form and some photo ID to the Valley Road Office at the School by 12 noon on Friday 18<sup>th</sup> October 2019.

Should more than one valid nominations be received there will be an election, by secret ballot of all parents. Should there be no nomination the Governing Body may appoint a suitable person to fill the vacancy. The elected governor will continue for the full term of office (four year term) - even if in that time the parent governor's children leave the school. Governors are of course, free to resign at any time.

Please see enclosed:

- **A nomination form. Please complete and sign Section 2 of the Form and complete section 3 which will be used in the event of a ballot.**
- **Governor Appointment Declaration (GAD) form. Please note the reasons why a person is ineligible to become a governor. This is part of the pre-appointment check that all governor elections are subject to. Only the successful candidate will be checked further. Please note that all governors have to undergo a Disclosure and Barring Service check (DBS).**
- **A short description setting out the duties and responsibilities of governors.**

Please also note that the successful candidate's details will be placed on the LA's computer database (please see Privacy Notice section on the GAD form).

Being a governor is a worthwhile experience. It is hoped that, after careful consideration, you will take an active part in supporting the governing body either by standing for election, by nominating another parent or by voting for the candidates of your choice.

Yours faithfully

Mr Dominic Wilkes  
Headteacher