



St Alban's CE Primary School

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Dear Parent

ELECTION OF PARENT GOVERNORS: NOMINATIONS

There is a vacancy for a parent governor to serve on the governing body of St Alban's. We are very keen to encourage parents (or people with parental responsibility) of registered pupils to nominate themselves to fill these places. Details of what you will need to do to be nominated are given on the nomination form.

Parent governors are elected by and from other parents and are vital to our governing body. They share equally with other governors the responsibility for carrying out the governing body's wide range of responsibilities. Governors do not run the school day to day, as their role is at the strategic or policy-making level in the school. You do not have to be an expert on education to be a school governor, nor do you need any special qualifications. However, we would particularly welcome nominations from parents with the following skills or experience: finance and health and safety

If you join our governing body, you will serve for a four-year term and you can continue to the end of the four years even if your child/children leave the school. Being a governor does take up time. There are four governing body meetings each year, and governors usually serve on a committee which meets annually. You will need to set aside time to be able to be an effective governor: time to prepare for meetings, for visiting the school, undertaking training and updating. Induction training is provided for all governors, as well as other training opportunities on specific areas.

If you would like to take the opportunity to put yourself forward as a candidate, you may only do so on an official form, so please complete and return the attached sheet to me by **25th January 2022**. If it is necessary for there to be an election, I will contact you to let you know about the arrangements.

Yours sincerely

Headteacher