

9th February 2018

Dear Parent / Carer,

Re: Parent Governor Elections

I am writing to inform you that a vacancy as Parent Governor has arisen and as such I would like to invite you to take part in the forthcoming election.

There are 6 Parent Governors in total, and this election is to fill one vacancy. Should you wish to nominate either yourself or somebody else to sit on the Board of Governors I would request that you please complete the attached nomination form and return it to the school office by Wednesday 21st February 2018. Forms received after that date will be rendered invalid. Please ensure that the form is completed in its entirety in order to ensure that the nomination is valid.

In making your nomination I would ask that you please note the following requirements for eligibility:

- Parent Governors shall be persons who are elected by parents of registered pupils at the school, and who are themselves such parents at the time when they are elected. This includes a guardian and every person who has the actual custody of the child or young person.
- A Parent Governor shall hold office for a term of four years from the date of his/her election or until s/he resigns.

I will act as Returning Officer and will verify that all nominees are properly qualified to stand for election. If the number of valid nominations received exceeds the number of vacancies you will be asked to further participate in a secret ballot and an explanatory letter will be sent to you at that time.

Thank you in anticipation of your participation in this matter.

Yours sincerely



Dr. R. P. Evans
Acting Headteacher

ELECTION OF PARENT GOVERNORS

NOMINATION PAPER

I WISH TO NOMINATE:		
as a parent governor of Denbigh High School		
Proposer's Signature:		
Address:		
Parent of:		Year
Seconder's Signature:		
Address:		
Parent of:		Year
CONSENT OF NOMINEE		
I		
Parent of:		Year
accept the nomination		
Address:		
Signed:		

Nominations shall be made on a designated form which shall be returned to the school on or before the stipulated date. Nominations received after that date shall be invalid. Nominees must state their consent to stand for election on the appropriate form, and must be proposed and seconded by parents who are themselves eligible to vote in an election at the school.

To be returned to the Head of Denbigh High School/Ysgol Uwchradd Ddinbych by Wednesday 21st February 2018.