



Woodsetts Primary School
Wellfield Crescent, Woodsetts, Nottinghamshire, S81 8SB Tel. 01909 550758

29^h September, 2013

Dear Parents and Guardians
Parent Governor Nominations

I am writing to inform you that there is a vacancy for parent governor at our school. In order to maintain the *Governing Body* at full strength and represent the school and the children and their families, I must ask for nominations for parents who are prepared to serve as a *Parent Governor*. In the case of nominations for two or more parents, the nominations will go to election. This will involve each nominee to write a statement about themselves and why they want to be a governor and the qualities that they bring with their election. Please note that two parents or carers of children at our school must second each nomination.

The *Governors* meet at least once a term in the evenings as a *Full Governing Body*, as well as attend committees; *Governors* have a very important role to play in the overall running of the school. Please note that the local authority operates training sessions for *Governors*, which you will be encouraged to attend.

If you know of anyone whom you would like to nominate for this post, other than a member of your own family, please complete the attached nomination form. The person nominated must indicate their willingness to stand. The term of office will be from 1st November, 2013 and will last for four years. Nominations close on 15th October 12.00 noon and should be forwarded to the school office in a sealed envelope, marked for the attention of the Clerk to the *Governing Body*.

I hope you will give this matter your serious consideration.

Yours sincerely

Miss Melanie Skill
Clerk to the *Governors*



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Parent Governor Nomination Form

I would like to nominate the following person for Parent Governor at Woodsetts Primary School:			
Full Name Mrs/Miss/Ms/Mr	Full Address	Children	Class(es)
I am willing to stand as a candidate for the Parent Governor Election. Signed			
Dated.....			

Nominated by:

Signed.....Date.....

Child's
 Name.....Class.....

Nomination Seconded by:

Signed.....Date.....

Child's
 Name.....Class.....