



# GODSTONE PRIMARY AND NURSERY SCHOOL

Headteacher: Mr Nick Usher BSc (Hons) PGCE M.Ed NPQH

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Tuesday 9<sup>th</sup> January 2024

Dear Parents and Carers,

## Parent Governor Vacancy at Godstone Primary and Nursery School

We are seeking nominations for parents to stand for election as a parent governor of Godstone Primary and Nursery School.

The governing body plays a vital role in overseeing the strategic direction of the school and providing support and challenge to the Headteacher and Senior Leadership Team. We rely on a team approach with each individual contributing a range of skills and experience. All governors are offered regular training to support their development.

If you are interested and would like to have an informal chat about becoming a governor then please contact Liam McGivern (Chair of Governors) via email - [liam.mcgiverngov@godstone.surrey.sch.uk](mailto:liam.mcgiverngov@godstone.surrey.sch.uk)

Parent governors are elected as directed by Schedule 1, Regulation 6 of The School Governance (Constitution) (England) Regulations 2012. Nominations for parent governor vacancies are made by parents/carers of pupils registered at the school. Should there be more nominations than vacancies a secret ballot will be held. Parents/carers of registered pupils attending the school may offer themselves for election.

Parents are invited to submit nominations to the headteacher using the enclosed nomination forms. Each person must be proposed and seconded by parents of registered pupils presently attending the school and the nominee must also be a parent and signify his or her willingness to stand for appointment or election.

Please note - a person is disqualified from election or appointment as a parent governor of a school if they are an elected member of the Local Authority or if they work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in a school year (at the time of election or appointment).

The nomination form must be returned to the Headteacher by **Friday 2<sup>nd</sup> February 2024**. No nomination will be accepted after that date. Those nominated to stand for election may enclose with their nomination forms a short personal statement about themselves, of **not more than 100 words**. Statements will be circulated to parents should a ballot prove necessary, **additional words will not be included**. If the number of nominations received is less than the number of vacancies, all those nominated will be appointed without a ballot. If the number of candidates exceeds the number of vacancies a secret ballot will be held.



*Inspirational Learning for Life*



The timetable for the election of Parent Governor is set out below:

Tuesday 9 <sup>th</sup> January 2024	Parents' letter with nomination forms sent home
Friday 2 <sup>nd</sup> February 2024	Last date for returning nominations
Monday 5 <sup>th</sup> February 2024	Ballot paper sent to parents (if required)
Friday 9 <sup>th</sup> February 2024	Date of count of ballot papers (if required)

Nominations must be submitted to the Headteacher by Friday 2<sup>nd</sup> February 2024.

Yours sincerely



**Mr Nick Usher**  
Headteacher

**NOMINATION FORM FOR PARENTS**

Godstone Primary and Nursery School - Parent Governor Elections

Nomination Form

**Nominee**

Name and Address (please print)

Name/s of child/children

Nominee's Signature

Phone number

Email address

**Proposer**

Name and Address (please print)

Name/s of child/children

Proposer's Signature

**Secunder**

Name and Address (please print)

Name/s of child/children

Secunder's Signature

Nominee's Personal Statement (not more than 100 words) (Additional words )

This form should be returned to **Mr Nick Usher – Headteacher – by Friday 2<sup>nd</sup> February 2024**