



BEAUCLERC AND CHENNESTONE SCHOOLS
Successful learners, Confident individuals, Responsible citizens



Friday 25th September 2020

Dear Parent/Carer,

GOVERNING BODY OF BEAUCLERC INFANT AND CHENNESTONE PRIMARY SCHOOLS

The Governing Body of Beauclerc Infant and Chennestone Primary Schools currently has 1 Parent Governor vacancy and we are seeking nominations for parents to stand for election to this position. Nominations for Parent Governor vacancies are made by parents of pupils registered at the school. Parent Governors serve for a term of three years, irrespective of how long their child remains as a registered pupil of the school.

Governors play a key role in determining the aims and objectives for the schools, and in setting the policies and targets for achieving those aims and objectives. In so doing, they help to ensure that all pupils are able to achieve their potential in a safe, stimulating and nurturing environment. It is therefore crucial that the Governing Body is diverse and representative of our schools' communities, and we would welcome applications from members of minority ethnic groups in particular. It is also important that governors collectively have a broad range of skills and experience, and we are currently looking to strengthen our experience of financial planning, monitoring, decision making and compliance, and of human resource (HR) policy and processes (preferably in the school sector).

Parents are invited to submit nominations to the Executive Headteacher using the attached nomination form. Each nominee 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 election.

The attached nomination form should be printed and the completed form must be returned to the Clerk to the Governors by noon on **Friday 9th October 2020**. No nominations will be accepted after that date/time. Those nominated to stand for election may enclose with their nomination form a short personal statement about themselves of not more than 100 words. Statements will be circulated to parents should a ballot prove necessary. If the number of candidates exceeds the number of vacancies, a secret ballot will be held. Details of the secret ballot will be forwarded to all parents. In the event that a ballot is necessary, the candidate receiving the most number of votes will take up their Governorship following completion of safeguarding checks.

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 in a school year at the time of election or appointment (i.e. for more than one-third of the hours of a full-time equivalent).

Beauclerc Infant and Nursery School, 116 French Street, Sunbury on Thames, TW16 5LE
Tel: 01932 780672 | E: info@beauclerc.surrey.sch.uk | www.beauclerc.surrey.sch.uk
Chennestone Primary School, Manor Lane, Sunbury on Thames, TW16 5ED
Tel: 01932 785477 | E: info@chennestone.surrey.sch.uk | www.chennestone.surrey.sch.uk





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The timetable for the election of the 1 Parent Governor is as follows:

Friday 25th September 2020	Letter with nomination form sent to Parents/Carers via Teachers2Parent email
Friday 9th October 2020 (12 noon)	Last day/time for returning completed nominations to Clerk
Friday 9th October 2020	Secret Ballot, if necessary, will be sent to Parents/Carers via Teachers2Parent email
Friday 23rd October 2020 (noon)	Closing date/time for on-line voting/paper ballot
Friday 23rd October 2020	Count of Secret Ballot and result of election

Nominations must be submitted to Vicki Prince, Clerk to the Governing Body, c/o Chennestone School **by noon on Friday 9th October 2020**. Scanned nomination forms should be emailed to: v.prince@chennestone.surrey.sch.uk

Yours sincerely

Mrs L Anderson

Mr S Griffin

Executive Headteacher

Chair of Governors

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2019-2022



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NOMINATION FORM FOR PARENTS

Beauclerc and Chennestone Schools - 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

Seconded

Name and Address (please print)

Name/s of child/children

Seconded's Signature

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