

5th September 2018



Dear Parent/Carer

Vacancy – 1 x Parent Governors

I would like to advise that Dean Trust Wigan has one vacancy for the position of Parent Governor. I therefore write to ask for nominations for Parent Governor. The stipulations are as follows:-

1. The person nominated must be a parent or have parental responsibility for a registered student in attendance at Dean Trust Wigan on the day the nomination forms are distributed.
2. The person nominated must agree to nomination.
3. The term of office will be for a maximum of four years from the date of election.

The closing date for nominations will be **Wednesday 19th September 2018 at 10.00am.**

If we receive one nomination, the nominee will be elected unopposed. If we receive more than two nominations a secret ballot will be conducted and copies of candidates' personal statements will be circulated to all parents/carers along with ballot papers. In the event of a tied ballot the elected candidate will be the parent who has the youngest children in school.

The successful candidate will be required to complete an up to date DBS check and will be asked to sign an acceptance form (model form attached) confirming that none of the restrictions stated, refer to themselves.

If you wish to nominate anyone for the position of Parent Governor, please complete the attached form. Please note that the proposer must be the parent of a pupil registered at Dean Trust Wigan.

I would like to emphasise the very important role Parent Governors play in the running of the school. Parent Governors participate keenly in the work of the school and their contribution will enable the school to become even more successful. The Governing Body, with the Headteacher, has overall responsibility for the running of the school. The role of the Governing Body is a strategic one. All governors have the same roles and responsibilities. Please give this opportunity careful consideration.

If anyone considering being a Parent Governor wishes to know more details, please contact Suzanne Strong, Clerk to the Governors.

Nominations should be forwarded to Mrs Suzanne Strong, Clerk to the Governors, in an envelope clearly marked **Nomination for Parent Governor.**

All nominations must be received by **10.00am on Wednesday 19th September 2018.**

Yours faithfully

A handwritten signature in black ink that reads "P.R. Bousfield".

PR Bousfield
Headteacher



DEAN TRUST WIGAN GOVERNING BODY ELECTION OF TWO PARENT GOVERNORS 2018 – 2022

Nominations are invited no later than 10.00am on Wednesday 19th September 2018 for the election of a parent governor to serve on the Governing Body of Dean Trust Wigan. The term of office will be for a maximum of four years commencing from the date the result of the election is declared.

Candidates must be a parent or have parental responsibility for a registered student in attendance at Dean Trust Wigan on the day the nomination forms are distributed and who is willing to accept appointment if elected. Anyone who works for Dean Trust Wigan for more than 500 hours in any school year is not eligible to stand for election as a Parent Governor. Nominations may be made by parents of registered pupils at Dean Trust Wigan (this should not be the nominee).

If we receive one nomination, the nominee will be elected unopposed. If we receive more than one nomination, a secret ballot will be conducted and copies of candidates' personal statements will be circulated to all parents/carers together with voting papers. In the event of a tied ballot the elected candidates will be the parents who have the youngest children in school.

Candidates should submit with this nomination form a written statement of no more than 50 words in support of his/her nomination.

This nomination form must be returned to Suzanne Strong, Clerk to Governors, **no later than 10.00am on Wednesday 19th September 2018.**

An enhanced DBS check will be completed for the successful candidate.

NOMINATION FOR ELECTION OF PARENT GOVERNOR

FULL NAME OF PROPOSER (including title)

ADDRESS OF PROPOSER (including postcode)

SIGNATURE OF PROPOSER.....Date.....

FULL NAME OF CANDIDATE (including title)

NAME OF SON/DAUGHTER

ADDRESS OF CANDIDATE (including postcode)

I accept this nomination as a candidate for election as Parent Governor and agree to an enhanced DBS check if elected.

SIGNATURE OF CANDIDATE.....Date.....

CANDIDATES ELECTION STATEMENT (50 WORDS MAXIMUM)