



Castledon School

Bromfords Drive, Wickford, Essex, SS12 0PW
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20th November 2020

Dear Parents / Carers

PARENT GOVERNOR ELECTION(S)

I recently advised that we have two vacant parent governor positions on our school's governing body. I am pleased to advise that one position has now been filled. We still have a vacancy for another parent governor and I am writing to invite nominations to fill the vacancy.

Parent governors play an important role as members of the governing body, which is responsible for directing the conduct of the school and for promoting high standards of educational achievement. The term of office for parent governors as determined by the governing body is 4 years. Some details about the work of the school's governing body are available on request. Training is also available for all governors and those new to being a governor, are encouraged to attend induction training.

Nominations must be from parents or carers with children at the school on the day that nominations close.

The enclosed sheet summarises the qualifications to serve as a governor. Anyone standing for election must certify that he/she is not disqualified for any reason.

If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Nominations are to be made by sending in a completed nomination form for my attention to admin@castledon.org by Friday 4th December 2020.

Yours sincerely

S Holliday

Simon Holliday
Headteacher