

Charlton Kings Infants' School

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20th July, 2018

Dear Parent(s)/Carer(s)

Parent Governor Election

I am writing to inform you that **two** vacancies have arisen for a Parent Governor with effect from September, 2018.

The role of the Governing Body is to provide a strategic view to support and direct the management of the school, to act as a 'critical friend' to the management team and ensure accountability. Parent Governors are elected as representatives of the parental part of the Governing Body, which works as a team.

The term of office as a Parent Governor is four years. The full Governing Body meets approximately five times per year. All Governors hold a position on one of the committees, these are Finance & Operations and Provision. In addition to attending these regular meetings, Governors are also expected to visit the school. Training is provided for all Governors.

Nominations for Parent Governors are invited from parents with pupils registered at Charlton Kings Infants' School. Nominees should be proposed and seconded by parents of pupils registered at the school prior to returning the form.

In the event of there being only two nominations, the nominees will be deemed to have been elected unopposed. In the event of there being more than two nominations, an election will be held and voting papers will be issued.

The closing date for nominations is 9.00am on Thursday 13th September, 2018. If you wish to be nominated or to nominate anyone whom you know to be interested in serving on the Governing Body, please complete the nomination slip and return it to reception in an enveloped marked 'For the attention of Mrs K Sales, Clerk to the Governing Body'. Alternatively you can email a copy to clerk@ckis.org.uk.

Yours faithfully

James Attack
Chair of Governors

