

Riverside St. Paul's Cray
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Be All That You Can Be

25 September 2015

Dear Parent/Carer

ELECTION OF PARENT GOVERNORS: NOMINATIONS

There are vacancies for parent governors to serve on the governing body of Riverside School. We therefore request nominations for parents to take office for a 4 year period as laid down in our Instrument of Government. (Parents may resign if their child leaves the school during this period, but they do not have to do so). Any parent or person with parental responsibility of children in the school is entitled to stand for election and all parents are entitled to vote. (Certain people are disqualified from governorship by law and details of this are annexed to this letter).

The role of a governor is diverse and interesting, and we rely on a mix of professional skills to ensure our school is the best it can be. Should you wish further details regarding the role and duties of governors, please contact me or the Chair of the Governing Body – Mrs Katrina O’Leary (Tel: 0208 290 5323) or take a look at the Governor section of our school website. The Governor Services Team runs training courses on all aspects of governorship. The expectation is that an effective Governor requires an average commitment of time of between 3 – 5 hours monthly or 55 hours per year for Governor Meetings and responsibilities.

If you wish to nominate someone, I should be grateful if you would complete the Nomination Form attached. As you see, the signature of the nominee is required to indicate his/her willingness to serve on the Governing Body, together with a short personal statement (no longer than 60 words) from the candidate. This will be circulated to parents/carers with the ballot paper to help them to make their choice. Finally, the signature of one other parent, prepared to second your nomination, is needed.

Prior to nomination being accepted the nominee must confirm that they are not disqualified from being a school governor by signing and returning, with the nomination form, the attached declaration of eligibility.

Nominees should note that a Disclosure and Barring Service (DBS) check may be carried out prior to confirming your appointment as a school governor in addition to a check against List 99, the list of people held by the DfES of teachers or workers prohibited or restricted from working with children or young persons.

The school also reserves the right to ask any nominee to furnish proof of identity prior to accepting their nomination for the position of school governor.

To be accepted, nominations must be delivered to the school no later than 12 noon on Tuesday 6 October 2015. When I have received the nominations I will write to you again with the arrangements for the election.

Yours sincerely

Steve Solomons
Headteacher/Returning Officer

School Business Manager: Mrs Sue Crane, ACIS
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