



Denbigh School
The Specialist Technology College
In Milton Keynes

Our ref: SEP/JW/1E(2)

25th September, 2009

To: All Parents

Dear Parent,

SCHOOL GOVERNING BODY - ELECTION OF PARENT GOVERNORS

I am writing to invite nominations for the three vacancies available for elected Parent Governors. Parents who are nominated for election must be proposed and seconded in writing, with nominations being signed by the proposer and seconder. The person nominated must also state in writing that he or she is willing to stand for election. The election is for a period of four years and those eligible to stand must be parents or guardians of pupils who are currently at this School. The proposer and seconder must also have a child currently in attendance at the School. A parent whose child leaves the School during the four year term may continue as a Parent Governor for the full four years, if he or she so wishes.

Nominations must be with me within the next two weeks, that is before the closing date for nominations which is **9 a.m. on Wednesday, 14th October, 2009**. If there are only three parents nominated, they will be elected unopposed but if there are four or more candidates for the three vacancies, a postal ballot will be held. The ballot will be entirely secret and a further letter about the arrangements will be sent to you. All parents whose child/children attend this School will be entitled to vote in the postal ballot and voting will be on the basis of one vote per parent/legal guardian per place available - in this case each parent/guardian has three votes. Before the ballot takes place we will circulate information from the candidates to all parents.

If it proves impossible to fill the vacancies, the Governing Body has the right to make an appointment/s in order to fill the required number of Parent Governor places on the Governing Body. If the need to do this arises, the Governing Body will first of all consider appointing a parent who has a child on roll at the School but if this does not prove possible, they will consider appointing any parent of a former pupil at the School, or a parent of a child of or under compulsory school age. Elected members of the Local Authority or employees of the School who work more than 500 hours in any School year in any 12 month period (at the time of election or appointment) are not eligible to serve as Parent Governors.

There are a number of circumstances in which an individual is disqualified from being a governor, which include bankruptcy and criminal conviction. **All newly appointed or elected governors will be checked against List 99, which details those people who are prohibited from working with children or young people. Also you will need to disclose any criminal convictions and proof of identity will be required.** Should you require further information on disqualification clauses, please contact Sue Bruce, Governor Support Officer at Milton Keynes Council.

I enclose a form for use in nominating Parent Governors. Please return the form at the latest by Wednesday, 14th October, 2009 at 9 a.m..

Yours sincerely,

Mrs. S.E. Parker
Headteacher

DENBIGH SCHOOL

ELECTION OF PARENT GOVERNOR

I wish to nominate

for the position of Parent Governor. (Please print name)

Signed (Nominator)

Parent of
(Child's Name) (Form Group)

Signed (Secunder)

Parent of
(Child's Name) (Form Group)

I am prepared to accept this nomination

Signed

Parent of
(Child's Name) (Form Group)

Please return to the Headteacher by Wednesday, 14th October, 2009 at 9 a.m.

Candidates may be asked to provide information about themselves and/or an election address of up to 200 words for distribution to parents.