



The Helena Romanes School and Sixth Form Centre

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Headteacher: Simon Knight B.Ed (Hons), MA

Dear Parents/Carers,

PARENT GOVERNOR NOMINATIONS

There are two vacancies for parent governors on our school's governing body and I am writing to invite nominations to fill these vacancies.

The governing body is responsible for overseeing the conduct of the school and for promoting high standards of educational achievement.

Helena Romanes Secondary School and Sixth Form Centre is an Academy Trust and, as such, all Governors are registered as Directors of the Academy Trust with the Registrar of Companies and act within the powers of the Academy's Articles of Association.

The school continually strives to involve all stakeholders in the development of the school and the participation of parents/carers on the governing body is key to this process. Governors must always place the best interests of the academy first and act with selflessness, integrity, objectivity, accountability, openness, honesty and leadership. The enclosed sheet summarises the qualifications to serve as a governor and anyone standing for election must certify that he/she is not disqualified for any reason.

Nominations are welcome from any parent/carer who wishes to be considered for these positions.

Nominations must be from parents or carers with children at the school on the day that nominations close. Please note that parents/carers who have paid employment in the school for 500 hours per academic year or more, or who are elected members of the Local Authority are not eligible to stand in these elections.

Training is available for all governors and those new to the role benefit from induction training and support from other governors.

The maximum term of office for a parent/carer governor of Helena Romanes is four years.

If there are more nominations than vacancies, an election by secret ballot will take place. In such circumstances, voting papers will be sent to all parents together with details of the ballot procedure.

If you would like to submit a nomination, please arrange for the enclosed nomination form to be completed and returned to the school not later than Tuesday 21st February 2017.

Please also submit a personal statement of up to 100 words which, if a secret election is necessary, will be included on ballot papers.

Yours sincerely

Simon Knight
Headteacher