



Holy Family Catholic Primary School
Hall Lane, Cranton, Cheshire, WA8 5DW
Tel: 0151 424 3926 Twitter: @HFCranton
Website: www.holyfamilycranton.co.uk
Headteacher: Mrs J Cook-Hannah

*Following in Jesus' footsteps
We pray, play, learn together
Respect, Responsibility, Resilience*

Dear Parents/Carers,

ELECTION OF PARENT GOVERNORS

The term of office for our current Parent Governors is due to end in May 2019 and we will have two vacancies for parent governors which will need to be filled as soon as possible. Governors are responsible for planning and finance, they help appoint key staff and to build good relations between the school, parents and our local community. Our parent governors are very valuable members of the governing body, as when the governing body makes its decisions it is important that parents are represented.

We feel sure that there are parents prepared to take on this vital role and would invite anyone who is interested in receiving more details on being a governor and what it involves to contact the school or the Governor Support Team on 0151 443 5728.

Parent Governors serve for a term of four years, though they can resign during that time if they wish. They are full members of the governing body and must attend at least three meetings per year. It is possible that additional meetings will be called during each term. Meetings usually last for approximately two to three hours. In addition there are various committees to which parent governors may participate. Further details of these Committees can be obtained from Mrs C Glanvill, Clerk to Governors. Full induction and training is provided by the Local Authority.

To be eligible for election, you must have parental responsibility for a registered pupil of this school when the election takes place, if you are not sure about this please contact the clerk who will be able to explain in more detail.

Self nomination is permissible. If you wish to nominate another parent please ensure that this is discussed with them beforehand as it will be necessary for them to complete a declaration form.

It is important that appropriate checks are made on anybody who will be working in a school or further education institution to prevent unsuitable people from gaining access to children. If you are successful in your application the governing body will apply for a DBS check, this contains details of people who have been barred or restricted, either on grounds of misconduct or medical grounds. The information is strictly confidential. Attached is a nomination/declaration form which should be completed and returned to the school office by noon on Friday 17th May.

If we receive more nominations than vacancies it will be necessary to hold a ballot. If this becomes necessary details will be sent to you.

Yours sincerely,

Mrs C Glanvill
Clerk to Governors





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Parent Governor Nomination Form
 Election of Parent Governor
NOMINATION FORM

Title & Full Name:		
Children attending school	Name(s)	Year
Telephone (Home):		
Telephone (Work):		
Telephone (Mobile):		
E-mail Address:		
Home Address:		
Post Code:		

You may provide a statement in respect of your application for election as Parent Governor which should not exceed 200 words - see attached.

I confirm that I have read the grounds for disqualification from being a governor attached, and that I am not disqualified under any of these grounds. I consent to a DBS check, should I be successful in my application.

Signature

Date





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Equality and Diversity Monitoring

In order that we can ensure the services we provide are fully inclusive we would ask you to complete the following section. Strict confidentiality will be observed. The data gathered will be used to enable us to monitor the profile of governors. All disclosures will be anonymised and will be for administrative and quality assurance purposes.

Gender	Male	Female
		Yes No

Disability - Do you consider yourself to have a disability?

Ethnicity - (Please tick numbered box as appropriate)

1	White British (English)	7	Mixed (White & Black African)	13	Other Asian
2	White British (Scottish)	8	Mixed (White & Asian)	14	Black or Black British (Black Caribbean)
3	White British (Irish)	9	Other Mixed	15	Black or Black British (Black African)
4	White British (Welsh)	10	Asian or Asian British (Indian)	16	Other Black
5	Other White	11	Asian or Asian British (Pakistani)	17	Chinese or other Ethnic Group (Chinese)
6	Mixed (White & Black Caribbean)	12	Asian or Asian British (Bangladeshi)	18	Other Ethnic Group

