



Palermo Avenue
Coventry CV3 5EH
Tel: 024 7641 1711
Fax: 024 7669 3392
Headteacher: Miss S Cooke
admin@howes.coventry.sch.uk
www.howesprimary.co.uk

29.9.16

Dear Parents,

ELECTION OF PARENT GOVERNORS

The Instrument of Government for Howes Primary School as constituted under the School Governance (Constitution) (England) Regulations 2012 (as amended) requires that the Governing Body must include two Parent Governors who have been elected by the Parents of registered pupils of the school and who are themselves parents of registered pupils of the school at the time of their election.

Any parent seeking to be elected as a parent Governor should be willing to undertake a disclosure from the Disclosure and Barring Service. If a parent refuses to undertake such a disclosure then they will be ineligible to stand for election to the governing body.

There are currently two vacancies and you are therefore invited to take part in the election of two Parent Governors for this school who will serve on the Governing Body for four years unless they resign as Governors in the interim.

A nomination form is attached and must be returned to the school no later than 9am on Friday 7th October. Should two or fewer nominations be received by the official closing date, the candidate(s) will be duly elected unopposed. In the event of there being three or more nominations an Election will take place between 17th and 21st October. Information on voting arrangements will be sent to you at a later date.

Please note that you should not participate in more nominations than there are vacancies. Each nomination requires two proposers.

Yours sincerely,

Sioux Cooke

Headteacher



PARENT GOVERNOR NOMINATION FORM

Nomination of Parents to Serve on the Governing Body of Howes Primary School for four years.

We (Name in Block Capitals)
of..... (Address)
and..... (Name in Block Capitals)
of..... (Address)
wish to nominate to serve as a parent
Governor on the Governing Body of Howes Primary School for a period of four
years from the date of their election.

I (Name in Block Capitals)
of..... (Address)
accept the above nomination. In the event of a ballot being necessary I wish the
following information in support of my candidature (using as many words as you
feel necessary to outline the skills and experiences that you are able to offer) to
be circulated to those entitled to vote.

I understand that neither the Headteacher nor Executive Director People bear
responsibility for the validity of any statement made above.

By signing this nomination paper I agree to undertake a disclosure via the
Disclosure and Barring Service and accept that my appointment, if elected, will
not be valid until such a disclosure has been obtained.

Proposed by: Parent of:Year(s)
(Signature)

Proposed by: Parent of:Year(s)
(Signature)

Candidate: Parent of: Year(s)
(Signature)

**PLEASE RETURN TO THE SCHOOL OFFICE BY 9AM ON FRIDAY 7TH
OCTOBER**