

BIOGRAPHICAL DETAILS

Candidates are asked to give some information about themselves, which will help parents to decide whether to vote for them or not.

(Maximum of 60 words)

Name (Capitals) _____

Signature _____

BISHOP RAWSTORNE CHURCH OF ENGLAND ACADEMY

**Parent Governor Election
Notice of Election**

Dear Parent

March 2017

There are places for **two parent governors** on the governing body of this academy. They are elected by the parents of students at this academy to serve a 4 year term of office. You may, if you wish, put yourself forward for election, using the attached nomination form. Please read the information given with this form.

The timetable for the election is:-

1. Nomination form along with completed **Appendix B** to be returned to me by **12.00 noon on Monday 27 March 2017 in a sealed envelope marked for the attention of the Returning Officer.**
2. Ballot papers will be sent out for completion should there be more than two applicants on **Thursday 30 March 2017** (voting will only take place if there are more nominations than vacancies).
3. Ballot papers to be returned to school by 12 noon on **Monday 24 April 2017.**
4. The votes will be counted at 9.00am on Tuesday 25 April 2017 after which the result will be announced.

Governors have an important and influential role to play in the life of our academy, and I do hope you will be able to take part in this election by becoming a candidate and by casting your vote when the time comes.

If you require any further information about being elected to the governing body, please do not hesitate to contact me.

Yours sincerely



Mr A Marston
Chair of Governors
Returning Officer for Governor Election

INFORMATION

A. Eligibility

1. All parents of students at the academy.

B. Nomination

1. Any parent who wants to be nominated has to be proposed and seconded by two other parents of students at the academy using the nomination form on the page opposite. It should be completed and sent to the Returning Officer by 12.00 noon on Monday 27 March 2017. Please note there can be no extension beyond this time and date.
2. Candidates should complete the reverse of the nomination form with **biographical details**. This information will be sent with the voting papers to all parents to help them decide how to use their votes.

C. Parent Governors

1. The governing body of the academy has several categories of governor, and "parent governor" is one of these categories. All governors carry equal status.
2. Responsibility rests in the governing body as a whole. Individual governors only have responsibility collectively in the governing body. To be a governor does not give personal authority.
3. The term of office for a parent governor is 4 years, and a parent governor does not have to resign if his/her child ceases to be a student at the school before that period of time ends, though s/he may do so if s/he wishes.

D. Disqualification

1. Regulations disqualify certain individuals from becoming a governor. The attached **appendix "A"** lists the disqualification criteria. Prospective governors should read it carefully before proceeding with their nomination.

E. Local Authority Associated Persons (LAAP)

1. Restrictions apply in relation to the number of local authority associated persons (LAAP) and the number of Academy Trust employees that can be appointed to the governing body. To ensure the Academy complies with these requirements please complete the attached **Appendix "B"** and submit with the nomination form.

NOMINATION FORM

Before completing this form, please read the notes on the opposite page.

	NAME Mr/Mrs/ Miss/Ms	ADDRESS	SIGNATURE
Nominee	(Capitals)		
Proposer	(Capitals)		
Secunder	(Capitals)		

Declaration of Nominee: I am willing to accept nomination and confirm that I am not disqualified from becoming a governor. Should I be elected I agree that if I subsequently become disqualified I will notify the Clerk to Governors in writing.

Should I be elected I understand that information on my governorship will be made available to the County Council for its use in providing support to school governors.

In this respect the Data Controller is Lancashire County Council and the nominated officer for data protection is the Data Protection Officer.

Signed: _____

Date: _____

This form must be returned to the Returning Officer by **12 noon on Monday 27 March 2017**. Late nominations will not be accepted

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