



London Borough of Enfield
PRINCE OF WALES
PRIMARY SCHOOL

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Dear Parent

ELECTION OF PARENTS TO THE SCHOOL'S GOVERNING BODY

The Governing Body of the School currently has one vacancy for Parent Governors.

I am writing to invite nominations of parents interested in standing for election to fill this vacancy. Every parent of a registered pupil at the School is entitled to stand for election except someone who is

- an elected member of the Council;
- paid to work at the School for more than 500 hours in a 12 month period.

If you wish to stand for election could you please let me know in writing by **Thursday 3rd February 2022.**

If the number of candidates is greater than the number of parent governor vacancies then a ballot will be necessary. In this instance you will be sent details of the candidates and a ballot paper on which to record your *vote/s*. Should a ballot be necessary, the candidate may if s/he wishes write a brief description of themselves, in not more than 200 words, for circulation with the ballot papers.

All prospective candidates should contact the School to request the 'Declaration of Eligibility Form' which they should read, sign and return to the School to state that none of the information applies to them.

Depending on Governing Body agreed arrangements the successful candidate may be required to have a DBS check. As this position is exempt from The Rehabilitation of Offenders Act 1974 you will be required to declare all unspent and spent cautions and criminal offences, including any pending convictions. The disclosure of a criminal record or other information will not necessarily debar you from volunteering as a governor. This will depend on the nature of the position and the circumstances, nature and background of your offence(s).

Parent Governors have an important role to play in representing parents' views on the Governing Body. I hope that you will take advantage of this opportunity to become involved in the School.

If you have any questions about this letter or the election procedures please do not hesitate to contact me.

Yours sincerely

Mr Jan M Bless
Headteacher

Learning Together, Growing Together