September 2022

Dear Parent/Carer

**RE:         Parent Governor Election**

There is a vacancy for a Parent Governor on our school’s Local Governing Body and I am writing to invite nominations to fill the vacancy.

The Parent Governor plays an important role as a member of the Local Governing Body, supporting and holding the Headteacher and Senior Leadership Team to account for the performance of the school and for providing an important stakeholder voice.  The term of office for a Parent Governor is four years.  Details of the role of the Local Governing Body and Governor, together with eligibility criteria and nomination form can to be found attached to this email.  An induction and ongoing training and development is available to all Governors.

If you would like to stand for election, please arrange for the nomination form to be completed and returned to Nils Elgar ([nils.elgar@tameside.ac.uk](mailto:nils.elgar@tameside.ac.uk)) no later than midday **Friday, 14 October 2022**.

Nominations must be from parents/carers with children at the school on the day that nominations close.  Parents/carers putting their names forward are requested to provide some brief biographical details (limited to 200words) suitable for inclusion in the ballot paper.

The eligibility criteria to serve as a Governor are also posted on the Academy website.  Anyone standing for election must certify that he/she is not disqualified for any reason.

If more than one nomination is received an election will be held by secret ballot.  If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

If you would like to discuss the role further, you can email me at [nils.elgar@tameside.ac.uk](mailto:nils.elgar@tameside.ac.uk) in the first instance.

Yours faithfully

Dr N Elgar

Clerk to the Local Governing Body