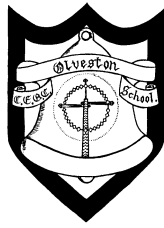


Olveston CEVC Primary School  
Elberton Road  
Olveston  
Bristol  
BS35 4DB  
Acting Head Teacher: Mrs A Luke



Tel: 01454 613299  
Fax: 01454 616388  
olvestonprimary.school@southglos.gov.uk

*Lifelong learning, striving for excellence*

To: Parents/Guardians of Pupils attending  
Olveston C of E VC Primary School

3<sup>rd</sup> October 2011

### **Election of Parent Governors**

This letter invites parents/guardians of pupils at this school to consider standing for election as a Parent Governor.

All school governing bodies must have a number of Parent Governors, who are elected by parents/guardians of pupils at the school for a period of four years. There is currently one Parent Governor vacancy at this school.

As a parent/guardian of a pupil at this school you can stand as a candidate or propose candidates for election to the Governing Body.

The way in which the election process works is set out below:

- All candidates for election must be proposed and seconded.
- Nominees may submit a description of themselves for inclusion with the voting paper. This description which should not exceed fifty words is helpful to other parents in deciding which person to vote for.
- Nominations should be submitted by completing and returning the paper enclosed with this letter to the headteacher of your child's school by Monday 17<sup>th</sup> October 2011.
- If there are more candidates than there are vacancies, the headteacher of your child's school will provide you with a voting slip and details of how and when you may vote.
- If the number of nominations match the number of Parent Governor vacancies, there will be no need for an election and the headteacher will display the names and address of the person(s) elected in a prominent position at school.

School governors work with the head and staff of the school in determining the ethos and value of the school. It is essential that parents are actively involved in the governing body.

If you wish to know more about being a School Governor you may contact South Gloucestershire Governor Development by ringing 01454 863182, or speak to Mr Mark Anderson who is a Parent Governor at this school and has a clear understanding of how the governing body works.

Yours sincerely

Sarah Fletcher  
Clerk to the Governors

