

21<sup>st</sup> January 2019

Dear Parent/Carer

**Re: Parent Governor Vacancies – Ashmole Academy**

There are currently two Parent Governor vacancies and so the Governors are seeking nominations to fill these positions.

Parents (including carers) of registered pupils at the school are eligible to stand for parent governorship. Parent Governors are elected by other parents at the school for a four-year term of office.

Governors are expected to attend one Full Governing Committee meeting each term and in addition, there are a number of Committees that you can join; the main ones being Curriculum & Standards and Finance & General Purpose, all of which also meet once a term.

A person is disqualified from being a Parent Governor if they are an elected member of the Local Authority or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve month period at the time of the election or appointment.

Some people are disqualified from holding office as a Governor; a list is available in 'The constitution of Governing bodies of maintained schools' Annex A, Section C. This is accessible via the internet, <https://www.gov.uk/government/publications/constitution-of-governing-bodies-of-maintained-schools> or from the school. All Governors at Ashmole Academy are DBS checked.

A nomination form is attached and must be returned to the Clerk to the Governors by **2:00 pm on Friday 1<sup>st</sup> February 2019**. If there are more than two nominations, then I will arrange an election. In case we need an election you need to attach a short election address that will be circulated, with the ballot papers, to parents and carers of all the registered pupils of the school.

Yours faithfully



Mrs Dominique MacKay-Lear  
Clerk to the Governors

Enc.