



The King's School, Brook Street  
Grantham, NG31 6RP

To: ALL PARENTS/CARERS

Ref: FGB/Elect/Sep 16

Dear Parents/Carers,

13 July 2016

### **ELECTION OF PARENT GOVERNORS**

1. In accordance with The Academies Act 2010 the Governing Body of each academy school shall include parent/parents of children registered at the school and elected by parents of the children registered at the school. In this context 'parent' includes guardian. In the case of separated parents it is the duty of the recipient of this letter to inform the Returning Officer if this letter and its enclosures will not reach the other parent.

There are **TWO** Parent Governor Vacancies to be filled by ballot. Current Governors reaching end of term are:

- a. Mr Rob Kearsley Bullen
- b. Mrs Helen Sloss

2. These governor positions are available for 1 September 2016. Following approval of a new structure, the school's Governing Body now has 12 members, and to ensure a wide and appropriate Governor set of skills the Governing Body is particularly keen to appoint parental governors with a professional background in the following sectors:

- a. Experience of Higher Education sector
- b. Special Educational Needs/safeguarding/medical
- c. Experience in Law sector
- d. Experience in financial/accounting sector
- e. Commercial Fundraising skills

3. The normal term of office for governors is four years, or upon a governor's youngest child leaving the school if that falls within their four-year term.

4. If you would like to be a candidate please complete the slip below and forward it BY EMAIL [finance@kings.lincs.sch.uk](mailto:finance@kings.lincs.sch.uk) (preferred) Marked "to the Returning Officer" (Peter Kirkbride, Clerk to the Governors) at the school to arrive not later than 13:00am on the **19 August 2016**. Applications may also be sent by post. It would be helpful if you could also let the Returning Officer have some factual details about yourself which might prove helpful to voters (no more than **300** words please). The main duties and responsibilities of School Governors are also set out in the attached document "Status and Responsibilities of the Governing Body".

Details of the candidates and the voting procedure will be sent out by as soon as possible after **1 September 2016**. If there are more than two nominations then a parental ballot will be held and ballot papers will be sent out by 'boy post' with a return deadline of **1200hrs on 9 September 2016**. The results of the election will be notified by means of a notice placed on the school website by 1600hrs on **13 September 2016**. All enquiries relating to these elections should be made to the Returning Officer at the school.

Please note that the first meeting of the Governing Body in academic year 2016-17 is due to be held on 20 September 2016.

Yours sincerely,

***[SIGNED ELECTRONICALLY]***

Peter Kirkbride  
Returning Officer/Clerk to the Governors  
for Chairman of Governors

**RETURN SLIP FOR NOMINATIONS**

To: Returning Officer/Clerk to the Governors (Peter Kirkbride) via email to: [finance@kings.lincs.sch.uk](mailto:finance@kings.lincs.sch.uk) or post to Mr PL Kirkbride Returning Officer, The King's School, Brook St, Grantham NG31 6RP

**I would be willing to stand for election as Parent Governor and attach some factual details.**

CANDIDATE'S NAME (please print): .....

SON'S NAME: ..... FORM: .....

**To be returned by no later than 9:00am on 29 July 2016**

- (1) Please indicate why you would like to be appointed to the Governing Body (suggested MAX 300 words).*
- (2) Finally complete the certificate at the bottom of the page.*

**CERTIFICATE:**

I confirm that the above details are correct and I have read the status and responsibilities of the governing body document attached to the notification of vacancies letter.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_ 2016