

23rd November 2018

Dear Parent/Carer,

PARENT LOCAL GOVERNING COMMITTEE MEMBER ELECTION

Over the last year we have seen significant changes at Robert Miles Infant School with the transition into an academy school. We enter the 2018/19 academic year with great stability as a school, both financially and in leadership. I'd like to recognise all concerned with RMI for their patience and understanding during this transition. Impressively during this time the attainment and achievements of pupils has improved from previous years to be greater than local authority and national averages in majority of areas (both in Early Years and KS1). I'd like to recognise the commitment and contributions of all staff in being able to achieve the significant improvements that have been made. Thank you.

We currently have a vacancy for a parent governor on the local governing body and would like to invite you to stand for election as a parent local governing committee member, or nominate another parent to do so.

The local governing body, with the Head of School, has overall responsibility for the running of the school. The board of governors have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Head of School to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

The local governing committee is delegated certain functions by the Nova Education Trust Board of Directors and these responsibilities are outlined in the trust Governance Scheme of Delegation & Structure available for download at: <http://www.novaeducationtrust.net/documents.php>.

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the local governing committee's work. Training is available for all local governors and this board of governors has an expectation that those new to being a local governing committee member, attend induction training.

The enclosed sheet summarises the circumstances under which someone cannot serve as a local governor. Nominations must be from parents, or individuals exercising parental responsibility, of a child at the academy/one of the academies in the trust.

If you would like to stand for election please complete the enclosed nomination form and return it to the school no later than 7th December 2018. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent.

If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours faithfully,

Jessica Cash

Chair of Governors

Nomination Form

Election of parent local governing committee member

Please enter in BLOCK LETTERS, the name and address of the person being nominated for election:

Name: _____

Address: _____

Signature of nominee: _____

Signature of proposer (if different to nominee): _____

Name and address of proposer (if different to nominee):

Personal Statement (maximum 250 words)

I wish to submit my nomination for the election of parent local governing committee member.

I confirm (i) that I am willing to stand as a candidate for election as a parent local governing committee member and (ii) that I am not disqualified from holding office for any of the reasons set out in the articles of association.

Signature _____

Date _____

Completed nomination forms must be returned to the school by 7th December 2018.

