

# THE MARVELL COLLEGE

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Our Ref: MC/LW

29<sup>th</sup> September 2017

Dear Parent

We have a vacancy for the role of parent governor to serve on our Local Governing Body and are inviting nominations from eligible parents wishing to be considered for election.

An eligible parent means a parent who has a child registered at the school at the time of election and is eligible to vote, to nominate candidates and to stand for election to the governing body.

In certain circumstances a parent may not be eligible to become a governor if s/he is or has been adjudged bankrupt or has certain criminal convictions.

No person who works at the school for more than 500 hours in a school year is eligible to serve as a parent governor or any other category of governor at their school.

“Parent” is defined for the purposes of the Constitution Regulations as including “any individual who has or has had parental responsibility for, or cares or has cared for, a child or young person under the age of 18”. It includes a person who the child lives with and who looks after the child, irrespective of what their relationship is with the child. The reference in the definition must be to someone involved in the full-time care of the child on a settled basis.

We regularly conduct a skills audit of Governors and any candidate should consider outlining skills or experience in the areas for consideration overleaf.

If the number of candidates is the same as the number of vacancies then that candidate will be elected unopposed. If there are more candidates than vacancies, an election will be called and parents will receive written notice of this.

For information on the role of the local governing body, please visit <http://hcat.org.uk/publications/legal-documents> and view section 15 of the Governance Handbook.

An eligible parent may nominate as many other parents as there are vacancies to fill and currently this is one.

Eligible parents may nominate any other eligible parent, including oneself by completing the attached form and providing a brief biographical summary of approximately 200 words outlining your experience and skills relevant to school governance.

For each nomination to be valid it must be seconded by another eligible parent and also be signed by the nominee and returned to the Head teacher by Tuesday 10<sup>th</sup> October 2017.

Yours sincerely

Mr Marc Cooper  
Headteacher

