



St Thomas of Canterbury School,
A Catholic Voluntary Academy,
Chancet Wood Drive,
Sheffield,
South Yorkshire, S8 7TR

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Head of School: Liam Colclough
Executive Headteacher: Andrew Truby

Dear Parent

19th September 2018

ELECTION OF PARENT GOVERNORS TO THE GOVERNING BODY.

Would you like to be a Governor of your child's school? As you may know, a number of places on the Governing Body of St Thomas of Canterbury School are reserved for parents and an election is to be held to fill one of those places.

It is a chance for you as a parent to have an influence over the education the school provides for all its children. Governors make decisions about many aspects of the school including the curriculum, staffing and the school's finances.

Their role is vital to the education of the children of St Thomas of Canterbury School so we would urge you to consider standing. In case you feel a bit daunted by the responsibilities, training will be available to help you understand your role as a Parent Governor.

There is also a vital role for Parent Governors in providing a link between the school and parents. The Parent Governor will be expected to attend at least three full meetings of the School Governing Body each year and also other meetings of Committees of the Governing Body. They will take an active interest in the school and the children and help promote the parental view at meetings of the School Governing Body.

The term of office is four years.

- All people who have parental responsibility for a child at the school are eligible to stand for election as a Parent Governor.
- If there are more nominations than vacancies an election is held. The election will be organised by the Head of School and every parent of a pupil in the school will receive a voting paper with a list of parents standing for election and will have the opportunity to vote.
- **If you wish to stand for election you may nominate yourself as a candidate. No proposer or seconder is required but you must signify your intention to stand, in writing, to the school by 28th September 2018. It would also be helpful if you would provide with your nomination a short personal statement to circulate to parents in the event of an election being necessary.**



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Please note that there are certain restrictions which prevent a person from standing for election as a Parent Governor.

A person cannot stand for election as a Parent Governor if they are an elected member of the Local Authority or if they work at the school for more than 500 hours in a school year. People who are bankrupt may not serve as Governors, nor may people who have in the previous five years been sentenced to three months or more in prison without the option of a fine; people who have been sentenced to a period of more than two and a half years of imprisonment may not stand within twenty years of that conviction and anyone who has been sentenced to a period of imprisonment of five years or more is totally disqualified. People who are disqualified from working with children may not hold office as a Parent Governor.

Should you be in any doubt about any aspect of parental elections, nominations or appointments, do not hesitate to contact me at the school.

Yours sincerely

L Colclough
Head of School

