

5 December 2018

Dear Parent

### SCHOOL GOVERNING BODY – PARENT GOVERNOR ELECTION

I write to inform you that four nominations were received for the Parent Governor vacancy on the School's Governing Body by the deadline of 12 noon on Tuesday 4 December.

This means it is necessary to have a ballot. The ballot is going to be held electronically via Survey Monkey. In accordance with the Academy's Articles of Association, if you would prefer to vote on paper, ballot papers will also be available from the School Office. In order that you are able to make your decision, please click on the [link](#) for a pen portrait of each of the nominations.

Please indicate your vote on [Survey Monkey](#) or the voting slip in accordance with the instructions given - you can only vote for one candidate. May I emphasise that all parents and legal guardians are entitled to vote, however, parents with more than one child on roll are only entitled to vote once.

The vote on Survey Monkey must be made by 12 noon on Friday 14<sup>th</sup> December and the ballot paper (if used) should be returned to the Clerk to Governors in **a sealed envelope** by hand to the School Office, to your son's form Tutor or, if you wish, through the post. It is important that your voting slip is received by **noon on Friday 14<sup>th</sup> December**. Any slip received after this date will not be counted.

Please could I encourage you to use your vote. The work of the Parent Governors as members of the Governing Body is extremely valuable to the School.

I am the Returning Officer and the result of the election will be notified to all parents within seven days of the election via the School website.

Yours sincerely

**Philip Wayne**  
Headmaster