

GLENDALE INFANT SCHOOL



4th November 2025

Dear Parent/Carer,

ELECTION OF PARENT GOVERNORS

You are invited to stand for election as a Parent Governor, or nominate another parent to do so, who will serve on the Governing Board for 4 years. There is currently 1 vacancy. Although no qualifications are required to become a Governor, we are particularly keen to encourage parents with any of the following skills to stand for election; analysis of data, team work, premises management, health and safety.

Training is available to all Governors and the Board has an expectation that new Governors attend a free induction training session.

The Governing Board has three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the headteacher 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.

Any parent/carer seeking to be elected as a Parent Governor should be willing to undertake a disclosure from the Disclosure and Barring Service. If a parent/carer refuses to undertake such a disclosure then they will be ineligible to stand for election to the governing Board.

If you would like to stand for election, nomination forms are available from the office and must be returned to the school no later than 11.30am, on Wednesday 19th November 2025. Should 1 nomination be received by the official closing date, the candidate will be duly elected unopposed. In the event of there being 2 or more nominations an Election will take place between Monday 24th November and Tuesday 9th December 2025. Information on voting arrangements will be sent to you at a later date.

Please note that you should not participate in more nominations than there are vacancies. Each nomination requires two proposers.

Parents/Carers who have paid employment in the school for 500 hours or more per academic year or who have previously been disqualified as an elected parent Governor are not eligible to stand in Parent Governor Elections.

Please acknowledge receipt of this letter by returning the slip below.

Yours sincerely,

Louise Hopkins

Headteacher, Glendale Infant School

I, the undersigned, being a Parent/Carer of Glendale Infant School, acknowledge receipt of your recent letter concerning the election of Parent Governors.

Signed: _____

Date: _____