



Dear Parent,

Parent Governor Election - Request for Nominations

In accordance with the Instrument of Government for the School there is provision for **6** parent governor representatives on the school governing body. In this connection I write to inform you that there are currently **3** vacancies on the school governing body.

Nominations are accordingly invited from parents for these vacant positions and I enclose a nomination form which has been prepared for this purpose. If you wish to nominate any parent, or be nominated yourself, you should arrange for the form to be fully completed and returned to me by no later than **3pm on December 1st 2023**. Nominations received after this date and time will be invalid. A nominee must state on the form his/her willingness to stand for election and be proposed and seconded by parents who are themselves eligible to vote in an election at the school. It cannot be insisted that the nominee is nominated and seconded. Only parents who will have children registered at the school on **December 1st 2023** are eligible to stand for election or make a nomination. **No parent may participate in the nomination of more candidates than there are vacancies.** The rules governing your eligibility to stand for election are printed overleaf.

Candidates are encouraged to submit a brief personal statement (not more than 100 words) giving such information and views as they wish, with the exception that they do not indicate that they are endorsed or supported by any particular group.

If there are more nominations than vacancies then a ballot will be held. If necessary, ballot papers will be dispatched on **December 4th** and must be returned by the end of the school day on **Friday 15th December 2023** at the latest. Ballot papers received after the closing date will not be counted. Ballot papers will be counted on **December 18th**.

The person appointed will be required to complete a Conwy County Council enhanced level Disclosure and Barring Service check and can only attend meetings once a satisfactory check is in place. If they already have a CCC enhanced level check which is in date then this will be sufficient as only one CCC DBS check is required at the correct level for all posts held.

The term of office of a parent governor is four years from the date of appointment. A parent governor is not disqualified from continuing in office should his or her child leave the school before the end of the four year period.

Yours sincerely,

Mr Ian Gerrard
Headteacher

INSPIRE | SUPPORT | SUCCEED

YSBRYDOLI | CEFNOGI | LLWYDDO

MORFA DRIVE
CONWY LL32 8ED

+44 (0)1492 593243
+44 (0)1492 592537

INFO@ABERCONWY.CONWY.SCH.UK
WWW.ABERCONWY.CONWY.SCH.UK



BUDDSODDWYR | INVESTORS
MEWN POBL | IN PEOPLE