



**Christ Church**  
CE Primary School

Growing and Learning Together in Christ

Head Teacher: Mrs S. Howard

Friday 4<sup>th</sup> April 2025

Dear Parents and Carers,

**RE: ELECTION OF PARENT GOVERNOR TO LOCAL ACADEMY COMMITTEE**

Mrs D Stead's current time of office finishes during May 2025, so we are looking to appoint a Parent Governor to the Local Academy Committee. Any parent with a child on the register of this school (including the nursery) may stand as a candidate by completing the attached form and returning it to me by the date shown. You may nominate a candidate or you may nominate yourself if you wish. No specific prior knowledge is required, and volunteers have a range of skills and backgrounds. Mrs Stead is able to stand again.

The Local Academy committee works closely with the Head Teacher and staff to ensure the best provision is in place for all the pupils at Christ Church.

On the website under Governance there is a description of and the expectations of the role and a copy of the nomination form. Copies are available from the School Office.

**Who is not eligible to be a Parent Governor?**

A person is disqualified from being a Parent Governor if they are an elected member of the Local Authority or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve-month period (at the time of election or appointment).

**How to make a nomination**

Please download the form from the website or paper copies are available from the Office and should be returned to Mrs Howard at school no later than the close of school on **Friday 2<sup>nd</sup> May 2025**. Nominees should submit a statement to support their candidacy. The statement should be around 100 words in length and will be sent out with the ballot papers should a ballot be required. Statements can be returned with the nomination form or soon after if required for a ballot.

If we receive more nominations than Parent Governor vacancies, then it will be necessary to hold an election by ballot so that all of our parents can choose who will be the Parent Governor on the Local Academy Committee. If we only receive the same number of nominations as there are vacancies that nominee will be elected unopposed and a formal ballot will not be required. We will inform you if a ballot is required or who has been elected unopposed as appropriate as soon as practicable after the deadline for nominations has passed.

Yours sincerely

**Mrs S Howard**

**The Returning Officer**

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