



11th February 2022

Dear Parent/Carer

ELECTION OF PARENT GOVERNOR

I am writing to inform you that a vacancy has arisen on our Governing Body for a parent governor. As a parent of a child at the school, you are entitled to stand as a candidate and vote in any election. If you wish to offer yourself as a candidate to become a parent governor, please complete the online [Nomination Form](#) by 12.00pm on Monday 7th March 2022. *A paper form can be provided on request.*

Although any eligible parent can stand for election, the governing body has identified that skills and experience in Finance and Marketing would be desirable in order for the governing body to strengthen its effectiveness.

Please note that you are not eligible to be a parent governor if you work at the school for more than 500 hours per year. You are also not eligible to be a governor if you fulfil any of the disqualification criteria listed on the [Eligibility Form](#). Please note that elected governors will be asked to complete this self-declaration form to confirm that they are eligible to serve as a governor and will be expected to sign up to the [Governors' Code of Conduct](#).

If only one nomination is received then this person will be automatically declared as a parent governor. If there are more nominations than places then a ballot of all parents will be held to select the parent governor. For this purpose, nominees are invited to prepare a short statement which will be circulated with the ballot forms. Space for this is included on the Nomination Form. The length of the statement should not be more than 200 words and as Headteacher I do have the right to reduce any statements over and above this limit to support the effectiveness of the process.

Governors are strategic leaders of the school and parent governors participate positively in the vital role of making sure every child receives the best possible education. The other governors include staff members, local authority governor and other governors appointed by the board. All governors should be appointed because of their skills and experience. The DfE's Governance Handbook states: 'Governors must govern in the best interests of pupils; it is not their role to represent a stakeholder group.'

All governors are expected to attend full Governing Body meetings and in order to carry out their role effectively will also be expected to attend relevant training. Parent governors serve a four year term of office irrespective of whether their child leaves the school during the term of office.

Parent governors are welcomed as valued members of the governor team and I would like to thank you for your interest in this opportunity. Before deciding whether to stand for election you are welcome to contact either myself or Leeds Governor Support Service on 0113 387 5213 to find out more about what the role entails.

Please do not hesitate to contact my PA, Michelle Davies, to arrange a suitable time for a phone call or a visit and I will be happy to discuss this further - michelle.davies@bentonpark.net

Yours sincerely

Miss Delia Martin
Headteacher

Headteacher: Miss D Martin

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