

WESTCLIFF HIGH SCHOOL FOR GIRLS

An Academy Grammar School
Headteacher: Dr Paul Hayman BSc



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7 January 2019

Dear Parents

School Governing Body – Parent Governor Nominations

The school Governing Body has a vacancy for a Parent Governor, so I am writing to invite you to nominate parents to fill this vacancy. A nomination form is enclosed.

The governing body is responsible for setting the strategic aims and policies for the school, deciding how to spend the school's budget, helping to draw up the school's improvement plan, acting as a critical friend and being accountable to the community and other stakeholders.

Parent Governors play an important role in the life and ethos of our school and in bringing a parental perspective to inform the decisions of the Governing Body. Parent Governors are a vital part of our team and we hope that there are parents willing to give their time and commitment to this public service. Please see the school's website for details of what is expected of a Westcliff High School for Girls Governor.

The term of office is three years.

If you would like to nominate someone for this interesting and important position please complete and return the attached Nomination Form to the school by Friday, 25 January 2019. All governors must be over the age of 18. It is possible for the Parent Governors who have reached the end of their term to be nominated so long as they continue to fulfil the requirements.

Nominations must be proposed and seconded by other parents with children at the school. The person nominated must, on the day that nominations close, be a parent of a registered pupil at the school. No parent may propose and/or second more nominations than there are vacancies. Parents being nominated are invited to provide, on the nomination form, some brief biographical details suitable for inclusion in the ballot paper.

Under the terms of the School Governance Regulations some people are not allowed to hold office as a governor; details are provided on the school's website. In addition Southend Borough Councillors and anyone who works in the school for more than 500 hours in a year are ineligible to be a parent governor.

If the number of nominations received is equal to or less than the number of vacancies, then those nominated will be duly elected unopposed. If there are more nominations than vacancies the election will be by secret ballot. If a secret ballot is necessary voting papers will be sent to you together with details about the ballot procedure.

Yours sincerely

Paul Hayman

Dr Paul Hayman
Headteacher

SEAT

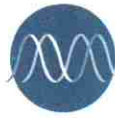


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Science



Engineering



International
School Award
2011-2014



Healthy School



Recognition of Quality
Award
"Supporting Excellence in Education"



School Achievement Award
Award of Excellence



We Made a Difference
2014 Speaker's Schools
Council Awards

Westcliff High School For Girls

Election of Parent Governor – January 2019 - Nomination Form

Name of Nominee

Address of Nominee

I consider that the person named above is a suitable person to be a parent governor of the school. I know of no reason why he/she would be disqualified from holding office and nominate him/her as a candidate for election.

Nominated by [signature]

Address

Date

Seconded by [signature]

Address

Date

I confirm that I am willing to stand as a candidate for election as a parent governor and that I am not disqualified from holding office for any of the reasons set out in the letter that accompanied this form.

Signature of nominee

Date

The nominee may also set out below, or overleaf, information about himself/herself which he/she would like to go out with the ballot papers. A maximum of 50 words may be used.

Completed nomination form to be returned to the school by Friday, 25 January 2019. Please place in the box in the Front Office.