

Holt Community Primary School

**NOMINATION PAPER FOR ELECTION OF PARENT GOVERNORS**

**Please Note.** Sections A, B and C must be completed. The candidate nominated and those proposing and seconding must be parents (or those with parental responsibility) entitled to vote in the election. Candidates may not propose or second themselves.

**SECTION A**                      **The proposer should complete this section**

I\* \_\_\_\_\_ propose \*\* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Full name & address of proposer  
(block capitals please)

\*\* Full name & address of candidate  
(block capitals please)

for election as a parent governor of the above school.

Date \_\_\_\_\_ Signed \_\_\_\_\_  
signature of proposer

**SECTION B**                      **The two seconders should complete this section**

We the undersigned second the above proposal

Full name & address of first seconder: \_\_\_\_\_  
\_\_\_\_\_  
(block capitals please)  
Signature: \_\_\_\_\_

Full name and address of second seconder: \_\_\_\_\_  
\_\_\_\_\_  
(block capitals please)  
Signature: \_\_\_\_\_

**SECTION C**                      **The candidate should complete this section**

I am willing to serve as a parent governor at the above school.

Full name & address of candidate: \_\_\_\_\_  
\_\_\_\_\_  
(block capitals please)  
Telephone No: \_\_\_\_\_  
Signature of candidate: \_\_\_\_\_

Please note space is provided overleaf for the candidate to provide brief biographical details to go out with the ballot papers.

Brief Biography of \_\_\_\_\_  
candidate for parent governor election at: \_\_\_\_\_ School.

Signature of candidate \_\_\_\_\_ Date \_\_\_\_\_

## **NOTES FOR PARENTS TAKING PART IN PARENT GOVERNOR ELECTIONS**

There will be no need to hold an election (i.e. no ballot will be needed) if the number of nominations received are equal to, or less than, the number of vacancies.

The composition of the governing body detailing the number of parent governors is set out in the Instrument of Government of the school.

After reconstitution a parent governor will have a term of office of four years unless the Instrument of Government states otherwise.

Under the 2012 School Governance Regulations, a person is disqualified from election or appointment as a parent governor of a school if they are an elected member of the LA (a County Councillor) or if they 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 a school year (at the time of election or appointment).

Any governor may resign at any time during their period of office.

A parent governor does not have to resign when his/her child leaves the school, but is able to complete his/her term of office.

Parents standing as candidates in the election may not propose or second themselves.

Each parent/guardian shall be entitled to return one ballot paper irrespective of the number of children in the family attending the school.

Each parent/guardian shall be entitled to vote for as many candidates as there are vacancies in the election. No arrangement shall be made for proxy voting.

Each ballot paper must be returned by the date and time fixed by the Headteacher, in a sealed envelope, addressed to the Headteacher of the school, indicating it contains a ballot paper and bearing no other mark. Any ballot papers received that are not in sealed envelopes will be invalid. The ballot papers will remain unopened in a secure place until the count commences.

All candidates or their representatives will be invited to attend the counting of the ballot papers.

A notice of the result of the election will be posted on the school notice board for a period of 14 days from the "date of the election". During this period any candidate, proposer or seconder of a candidate, or any ten parents may object to the result of the election.