

11th May 2023

To the Parents/Carers of full-time students attending Collyer's

Dear Parent/Carer,

PARENT GOVERNOR ELECTION: CALL FOR NOMINATIONS

Collyer's greatly appreciates the insights parents can bring to the Governing Body and as such we would urge you to get involved!

The College is always keen to maintain communication with parents and we thank you for supporting us by completing the recent Parent Survey. Dedicated information for parents is available on the College website and we seek to keep in touch through regular updates, our Parent Forum and other opportunities for consultation.

We also seek to have at least one parent on the Governing Body, safeguarded through the formal Parent Governor appointment and sometimes supplemented by other Governors who also have children at the College.

I am writing now to encourage you to stand for election as a Parent Governor of Collyer's. The term "parent" includes natural parent, adoptive parent, legal guardian and step-parent. The Parent Governor usually serves for a term of two years, irrespective of how long their child remains enrolled as a full-time student at the College.

The Parent Governor is one of a 19-strong Governing Body dedicated to ensuring the College provides an environment for all students to enjoy their time at the College, develop and succeed. The Governing Body currently meets four times a year. It also has a number of committees which generally meet at least once each term with the Parent Governor usually joining the Quality and Curriculum Committee. This allows particular insights into issues such as the College's self-assessment and annual improvement planning, the curriculum and pastoral support. This year we will also be inviting the Parent Governor to join the College's Mental Health and Wellbeing Action Group.

We are committed to having diversity in our Governing Body, to ensure that there is a broad range of skills and experience to inform debate and strategic decisions. Our aim is that it is representative of our students in terms of diversity and embraces a culture of inclusion where all are valued as individuals.

Please do get in touch if you would like further information and/or visit the [College website](#). We do appreciate that you will wish to understand what is involved and rest assured that induction and training will be provided to the successful candidate.

How to apply

Parents are invited to submit nominations to the Clerk to the Governing Body using the attached nomination form. Each person must be proposed and seconded by parents of enrolled full-time students presently attending the College and the nominee must also be a parent and signify their willingness to stand for appointment or election. (N.B. You can nominate yourself and simply find a seconder). Should there be more nominations than vacancies, a ballot will be held.

The nomination form must be returned, addressed to the Clerk to the Governing Body, by midday on Friday 26th May 2023. Nominees should enclose with their nomination form a short personal statement about themselves, of not more than 100 words. Statements will be circulated to parents should a ballot prove necessary. If, however only one nomination is received, the College will proceed to notification of the result.

Please note that the ballot will be conducted electronically as far as possible. Alternatively, please let me know at the address below or at Clerk@collyers.ac.uk if you would wish to receive a paper copy of the ballot paper.

The indicative timetable for election of the Parent Governor is set out below:

Friday 11 th May 2023	Letter with nomination form sent by e-mail
Friday 26 th May 2023	Last day for returning nominations
w/c 5 th June 2023	Ballot instructions sent to parents (if required)
Announcement to be made after this time.	

I look forward to receiving written nominations by **Friday 26th May 2023 at midday**

Finally, I would like to extend a huge thank you to our current Parent Governor, Mrs Beverley Valley, whose term of office ends in July, for her innovative and dynamic support over the past two years and for her continued commitment to the College.

Yours sincerely,



Russha Sellings
Clerk to the Governing Body