

4 January 2012

Dear Parents / Guardians

School Governing Body: Election of Parent Governor

Crofton School has always aimed for a genuine partnership with parents; we want to encourage all parents to become as closely involved in the life of the school as they can. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor. The governing body's main tasks are to challenge and support the school, ensure that students receive high quality education and help to plan for future development and improvement.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents and the local community.

We currently have a vacancy for a parent governor and we would like to receive applications for this vacancy. Governors are expected to attend two meetings of the full governing body each term.

We feel sure that there are parents prepared to take on this vital role and give their time and commitment to helping us to continue to improve the school's performance and also to sit on one or more committee.

If you feel you are such a person please

1. Complete the nomination form enclosed with this letter,
2. Have your nomination supported by a proposer and seconder who are parents or legal guardians of children who attend the school, and
3. Complete the Application Form and insert a brief election statement in the space provided and return this application and your nomination form in a sealed envelope to the Clerk to the Governors no later than twelve noon on **Tuesday 31 January 2012**.

You might like to look at the information for prospective governors on the Hampshire County Council website www3.hants.gov.uk/education/governors. Please note that for the protection of children all governor appointments are subject to a vetting process and a full CRB check.

If there are more applications than vacancies, we will hold an election and you will be sent a voting paper. You may return the ballot paper either via your child or by post.

Yours faithfully

A handwritten signature in black ink that reads "M Leeming". The letters are cursive and slightly slanted to the right.

Matthew Leeming
Headteacher