



# Walderslade Girls' School

Mrs L Campbell BA (Hons), MA Ed,  
NPQH  
Head Teacher

Bradfields Avenue, Chatham, Kent, ME5 0LE  
Tel: 01634 861596  
Email: [wgsoffice@sflt.org.uk](mailto:wgsoffice@sflt.org.uk)  
[www.sflt.org.uk/waldersladegirls](http://www.sflt.org.uk/waldersladegirls)

Dear Parent/Carer,

I am writing to you to invite you to stand for election as a Parent Elected Governor. We currently have a vacancy and the term of office is 4 years.

The Local Governing Body (LGB) is delegated certain functions by the Trust Board and information can be found in the Scheme of Delegation on the Trust website.

To be able to volunteer, you need to be a parent, carer (or someone who has parental responsibility) for a child at Walderslade Girls School. You do not need any specific qualifications. The enclosed Job Description provides information on the role and also summarises the circumstances under which someone cannot serve as a Parent Elected Governor. Please also note that you will not be eligible to stand should you be employed at the school for 500 or more hours in any consecutive 12-month period, or you are an elected member of the Local Authority.

To fulfil the role, you will need to:

- attend regular meetings (a minimum of 4 per academic year, either at the School or via MS Teams)
- visit the school in order to complete monitoring visits
- Reviewed the agenda and associated papers prior to attendance at these meetings
- take part in induction training and ongoing development (which will be provided for you)
- Undergo a Disclosure and Baring Service (DBS) check, and sign the Governance Code of Conduct

Every Local Governing Body (LGB) needs a balance and diversity of knowledge, skills and experience. The governing board welcomes applications from all parents and carers.

How to apply:

If you would like to apply, please complete the enclosed nomination form and return it, either by post or by hand to Mrs L Campbell by Friday 15<sup>th</sup> June 2023.

If there are more nominations than vacancies, we will conduct a secret ballot. If that is necessary, voting papers and instructions will be sent to all parents and carers.

Should you require further details, please do visit the Trust's website. All information relating to governance and the Scheme of Delegation can be found within the governance heading.

Yours faithfully,

Headteacher and Returning Officer





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I confirm (i) that I am willing to stand for election as a Parent Elected Governor and (ii) that I am not disqualified from holding office for any of the reasons set out in the Job Description.

**Date:**

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**Completed nomination forms must be returned to Mrs Campbell by 15<sup>th</sup> June 2023.**

