



**KING HENRY VIII SCHOOL
YSGOL BRENIN HARRI'R VIII**

Headteacher/Prifathrawes: Mrs E. Lewis BA (Hons) MA Ed

Old Hereford Road, Abergavenny,
Monmouthshire NP7 6EP

Tel/Ffôn: 01873 735373

E-mail/E-bost: info@khs.schoolsedu.org.uk

January 2018

Dear Parent,

The Governing Body of King Henry VIII Comprehensive School
Election of a Parent Governor

There is a VACANCY for a Parent Governor on the School's Governing Body.

All parents, or legal guardians, of pupils registered at the School are eligible to participate in the election. Those elected will serve for a period of four years and may continue as Governors even if their child or children leave the school during their term of office. They may of course, resign at any time during the four year term.

School Governors have an important part to play in ensuring that the requirements of the National Curriculum are met, establishing standards of behaviour, selection of staff, budget matters, and preparation and presentation of the Annual Report to Parents. Governing Bodies are required to meet at least once a term. Meetings of the full Governing Body are held each half term at 6pm on a Monday evening.

Those parents who have already served as Governors may choose to seek re-election provided they still have a child or children attending the school. Grandparents of pupils are not allowed to take part in the election unless they are the legal guardians of the child. No Governor may serve on more than two School Governing Bodies in any category.

I enclose a nomination form to enable you to put your name forward for election. All nominees must be parents of pupils registered at the school. Nominees may include a brief personal statement to be distributed to parents in the event of a ballot.

The nomination form should be returned to Reception by **12 NOON on Friday 19 January 2018**. If the number of valid nominations is equal to or less than the number of vacancies, these parents will be declared as Parent Governors. If the nominations exceed the number of vacancies all parents will be given the opportunity to vote in a secret ballot. Details of the election will be sent to you at the appropriate time, if this is necessary.

The names of parents elected to serve on the Governing Body will be displayed at the School and on our website.

Yours sincerely,

Mrs E Lewis
Headteacher