

4th December 2019

Dear Parent/Carer,

Parent Governor at New Bridge School (including Learning Centre & Media)

New Bridge School currently has one vacancy for a **Parent Governor** to serve on the Local Governing Body for a period of up to four years.

Joining the Local Governing Body as a Parent Governor offers you the opportunity to make a real contribution to the life and work of New Bridge School. Being a governor can be very rewarding and will provide you with the opportunity to work as part of a team and gain new skills. No experience is needed as full training and support is available.

Please note that the most important duty of any governor is to attend meetings of the Local Governing Body and you should be sure that you are committed and available to do this before applying. At New Bridge, the Local Governing Body meets every term (3 meetings a year) and there are additional board meetings which take place throughout the academic year which you are more than welcome to attend if you so wish. A full list of dates will be sent to governors at the beginning of the academic year.

Further information on the procedure of the election of Parent Governors is attached for reference, and we would like to draw your attention to the disqualification criteria that prevails in respect of holding office as a governor of the school. However, if after reading this you have any further queries or would like more information about becoming a Parent Governor, please contact Wendy Warren, Clerk to the Trustees, via email to wwarren@newbridgegroup.org or via telephone on 0161 883 2401.

Nominations must be proposed and seconded by two other persons entitled to vote in the election. If you wish to nominate yourself as a Parent Governor, please complete the enclosed form and return it to Wendy Warren at New Bridge School, Roman Road, Oldham OL8 3PH **no later than 12 noon on Wednesday 11th December 2019**. If necessary, an election will be held and further details will be sent in due course.

I look forward to hearing from you soon.

Yours sincerely,

Gavin Lyons
Head of Site

NOMINATION FORM

Election of a Parent Governor to New Bridge School Governing Body

I (please print name) wish to nominate myself for Parent Governor:	(Ms/Miss/Mrs/Mr)
Address including phone number:	
I confirm I am a parent and I acknowledge that all new Parent Governors are required to complete a DBS check.	
Signature:	
Child/Children's name:	
Date:	

Proposed by	
Name:	
Child/Children's name:	
Signature:	

Seconded by	
Name:	
Child/Children's name:	
Signature:	

PLEASE RETURN FOR THE ATTENTION OF WENDY WARREN AT NEW BRIDGE SCHOOL NO LATER THAN 12 NOON ON WEDNESDAY 11TH DECEMBER 2019.