



22 November 2018

Dear Parent/Carer,

## PARENT GOVERNOR ELECTION

I am writing to you to invite you to stand for election as a parent governor, or nominate another parent to do so. In our Academy we have provision for parent governors and there is currently one vacancy.

The Bourne Academy has always aimed for a partnership with parents, which undoubtedly brings great benefits to the students. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor.

The governing body, with the Principal, has overall responsibility for the running of the Academy and has three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction.
- Holding the Principal to account for the educational performance of the school and its students.
- Overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. Training is available for all governors as required.

**The nomination form and information about the circumstances under which someone cannot serve as a governor can be found on the Academy's website under 'About Us / Staff / Governors'.** Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election please complete the nomination form and return it to the Academy, in an envelope address to 'The Clerk', no later than **12pm on Tuesday 4 December 2018**. You may also include a short personal statement to support your nomination, which should be no longer than 150 words. Self-nominations will be accepted, but if you are nominating another parent please seek their prior consent.

If there are more nominations than vacancies then an election by secret ballot will be held. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

To obtain some more information about becoming a school governor, you might like to look at the National Governance Association's information about school governors; <https://www.nga.org.uk/Be-a-Governor.aspx>

Yours sincerely

**Catherine Turner**  
Clerk to the Governors

Principal: Mr Mark Avoth  
The Bourne Academy, Hadow Road, Bournemouth, BH10 5HS | Tel. 01202 528554 |  
[admin@thebourneacademy.com](mailto:admin@thebourneacademy.com)

[www.thebourneacademy.com](http://www.thebourneacademy.com) |



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