



Ashby Willesley Primary School, Packington Nook Lane, Ashby-de-la-Zouch, Leicestershire LE65 2QG

Part of the Symphony Learning Trust

Telephone: 01530 413654 Email: office@willesley.leics.sch.uk Web: www.ashbywillesley.org.uk

Headteacher: Mrs C Dilks

Deputy Head: Mr T Barrow

Assistant Head: Mrs A Wilder

6th October 2023

Dear Parent

Nomination for Parent Governor

Thank you for requesting an application pack for the parent governor vacancy. Contained in this pack are a number of documents that you will need to read. The application form, declaration and code of conduct should be completed and returned to the Headteacher by **3.30pm on Monday 30th October.**

Please read the guidance notes for prospective governors and the qualification and disqualification criteria carefully to ensure you are able to serve as a parent governor. The governing body operates a code of practice which sets an ethos of professionalism and high expectations of governors. This is provided within the pack and should be returned, signed, along with the application form.

It is recommended that all candidates supply a statement of a **MAXIMUM** of 500 words for circulation to voters if a ballot is required. Your statement should set out:

- evidence of the extent to which you possess the skills and experience the governing body desires – see the guidance notes for prospective governors;
- your commitment to undertake training to acquire or develop the skills to be an effective governor;
- if seeking re-election, details of your contribution to the work of the governing body during your previous term of office; and
- how you plan to contribute to the future work of the governing body.

Statements longer than 500 words, for the sake of fairness to all candidates, will have to be reduced. No other information should be circulated to parents at the school in support of your nomination. Any queries relating to this election should be made to the headteacher who is the Returning Officer for the election.

Yours sincerely

Mrs Chloe Dilks
Headteacher and Returning Officer