



Together we can make a Difference

Bexton Primary School
Blackhill Lane
Knutsford, Cheshire
WA16 9DB
01565 632816

Head Teacher: Mrs E Armstrong

www.bexton.cheshire.sch.uk
Email: head@bexton.cheshire.sch.uk

23rd January 2017

Dear Parents/ Carers,

Bexton Primary School Governing Board - Parent Governor Vacancy

The Governing Board at Bexton Primary School is made up of 15 governors over 4 categories, all of which carry equal status: parent governors, staff governors, local authority governors and co-opted governors.

There is currently a vacant post for parent governor, to be filled by parent election (with all parents of current pupils being eligible to vote). Parents of pupils at Bexton Primary School and Nursery are invited to stand for this post. The successful candidate will begin their post in February for a 4 year term of office.

If you are interested in nominating yourself for this vacancy, please read on.

Please note that the governors' role is at the strategic or policy-making level, with the Headteacher responsible for running the school day to day. The three key roles for the Governing Board are:

- a) Setting the vision, ethos and strategic direction of the school;
- b) Holding the Headteacher to account for teaching, achievement, behaviour and safety; and challenging and strengthening their leadership;
- c) Ensuring finances are managed well, leading to probity, solvency and effective use of resources.

Being a governor does take up time: To be an effective governor you will need to commit on average at least a couple of hours per week to read documents and emails, update records for which you may be responsible, prepare for meetings, attend meetings, visit the school, meet staff on behalf of the Governing Board, attend school events as a representative of the Governing Board and undertake regular 'face to face' or online training.

In addition, all governors attend the full governing board meeting and sit on one of the two committees (Resources or Curriculum). This equates to at least 2 meetings per term in the evenings between 6-9pm, normally on Wednesdays.

Serving as a governor is a very rewarding experience as it provides opportunities to support and influence the school's aims and ethos. Individual governors involve themselves in the life of the school in a variety of different ways. Many governors are actively involved in school life, whilst some choose to work quietly in the background. All contributions of whatever nature are extremely valuable to the school. Training for newly appointed governors is available from Cheshire East Council.

Please see the attached Notice of Election and Nomination Paper and timetable for further details of the upcoming election. And please see the school website for further information on being a governor.

For an informal discussion on the role please contact either myself on head@bexton.cheshire.sch.uk or Peter Woodhouse, Chairman of Governors on 07773 608 615.



As part of our continued commitment to safeguarding pupils, the school will undertake an enhanced Disclosure and Barring Service (DBS) check on the elected candidate.

Emily Armstrong
Head Teacher



Bexton Primary School Governing Board as at 23 January 2017

Local Authority Governor	Term ends
Peter Woodhouse (Chairperson)	23 March 2020
Parent Governors	
Jon Webb	23 May 2020
Lucy Goldsmith	23 May 2020
Kathryn Woolf	28 October 2017
James Routs	23 January 2019
Vacancy	January 2021
Co-Opted Governors	
Mike Braun	19 March 2018
Sarah Draper	30 October 2017
Catherine Hulme (Vice chair)	30 October 2017
Jim Lovett (Resources Chair)	30 October 2017
John Squires	30 October 2017
Charlotte Davies (Curriculum Chair)	21 November 2020
Peter Kingdom	6 July 2020
Staff Governor	
Sandra Bland	23 January 2019
Head Teacher	
Emily Armstrong	
Associate Governors	
Jill Sach (Deputy Headteacher)	
Matt Stephenson	6 July 2020
James Hulme	9 November 2020

If you would like any further information, please contact the Head Teacher.



PARENT GOVERNOR ELECTIONS - NOTICE OF ELECTION AND NOMINATION PAPER

BEXTON PRIMARY SCHOOL

NUMBER OF PARENT GOVERNOR VACANCIES - 1

- Nominations are invited on the back of this form not later than 12 noon on Monday 6th February for the election of parent governors to the Governing Board for a four year term of office.
- Each candidate must be the parent of a registered pupil at the school or pre-school/ nursery at the time of the election and must agree to being nominated. Each nomination may be supported by a proposer and seconder, who may be the partner of the candidate. A parent may not propose or second more than 1 candidate, and a separate nomination paper must be used for each nomination. Additional copies of the nomination paper can be obtained from the school, if required.
- Nominations will be acknowledged. If you do not receive an acknowledgement, please contact the school.
- If there is more than 1 nomination, a secret ballot will be held. Candidates may, therefore, wish to provide a **statement of not more than 250 words** which will be sent to parents with the ballot papers.
- **Election Timetable**
 - Nominations close at 12 noon Monday 6th February 2017 (two weeks from receipt of this letter).
 - If no ballot is required then the result will be available the following day, Tuesday 7th February 2017.

If a ballot is required (if there is more than one nomination) then:

- The ballot papers will be issued Tuesday 28th February 2017.
- The ballot papers must be returned two weeks later, by Tuesday 14th March 2017.
- Votes will be counted on Tuesday 14th March 2017.
- The result will be available the following day on Wednesday 15th March 2017.

Emily Armstrong
(Headteacher and Returning Officer)
23 January 2017



THIS FORM MUST BE RETURNED TO THE SCHOOL NO LATER THAN

12 Noon on Monday 6th February 2017

PLEASE MARK THE ENVELOPE "NOMINATION PAPER - PARENT GOVERNOR ELECTIONS" AND
HAND IN TO SCHOOL OFFICE OR MRS ARMSTRONG.

PARENT GOVERNOR ELECTIONS - NOMINATION PAPER
BEXTON PRIMARY SCHOOL

1 THE CANDIDATE

Surname	Forename(s)	Preferred Title (eg Mr, Mrs)
_____	_____	_____
Address	Name(s) and Age(s) of Child(ren) in the School	
_____	_____	
_____	_____	
_____	_____	
Telephone Number (if any) _____		

2 PROPOSER AND SECONDER (if applicable)

Proposer's Signature _____		
Name _____	Name(s) and Age(s) of Child(ren) in the School	
Address		
_____	_____	_____
_____	_____	_____
_____	_____	_____
Secunder's Signature _____		
Name _____	Name(s) and Age(s) of Child(ren) in the School	
Address		
_____	_____	_____
_____	_____	_____
_____	_____	_____

3 AGREEMENT TO NOMINATION

I agree to stand as a candidate in the above parent governor election.

Signature _____ Date: _____

4 ELECTION STATEMENT

You may wish to attach, **in not more than 250 words**, a statement in support of your nomination.
This will be sent to parents with the ballot paper.



