



CHRIST THE KING CATHOLIC HIGH SCHOOL AND SIXTH FORM CENTRE

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Headteacher

DB/ND

November 2018

Dear Parent

A vacancy has arisen for a parent governor on the governing body of Christ the King School. The purpose of this letter is to explain the procedure for the election which will take place this term and to describe the duties of a school governor.

The Governing Body

The governing body of Christ the King School includes foundation governors who are appointed by the Archdiocese, Local Authority representatives and elected members from the parents and school staff. This broadly-based representation shows that the government of the school is intended to be a co-operative effort. If it is to work effectively, parents must be prepared to come forward to stand for election and to serve as governors, thus ensuring that parents' views are represented.

The governors of a Catholic school are the employers of all staff and must do everything in their power to appoint staff who are fully committed to Catholic education. It follows that they themselves must be committed to these same values.

Governors are responsible for what is taught in their school, ie the curriculum. It is important that the school is able to provide fully for the educational needs of all its pupils so the governors must have a knowledgeable interest in the developments of the academic and social life of the school.

Although it legally falls to the foundation governors to have special regard to the way that the school is acting as a Catholic school, and is fulfilling its role within the Catholic community, it would be expected that all governors would consider this their prime responsibility. Meetings of governors are held regularly once a term, while special meetings are called from time to time.

The Election of a Governor

Only parents of registered pupils in the school are eligible for nomination as a parent governor. Only parents of registered pupils are eligible to vote in the election of a parent governor. Parent governors normally serve for a period of four years.

/Election Timetable ...



Election Timetable

16 November 2018	All eligible parents will be sent this explanatory letter on this date.
16 November 2018	Nomination papers will be available from the school office or on the school website at: https://christtheking-school.com/
30 November 2018	Completed nomination papers must reach the Returning Officer at the school no later than 12 noon on this date.
3 December 2018	If more than one nomination paper is received then ballot papers will be prepared and distributed to parents by this date.
10 December 2018	Completed ballot papers should be returned to the school office by 12 noon on this date. The count will then take place and all candidates will be invited to attend. The result will be announced at the end of the count and the elected governor will be informed.

All queries about the election should be addressed to Mr J Lancaster, Headteacher.

Yours faithfully

Mrs D Bernard
Clerk to the Governors.