

# THE BRAKENHALE SCHOOL, RECTORY LANE, BRACKNELL, BERKSHIRE RG12 7BA

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17<sup>th</sup> December 2009

Dear Parent, Guardian or Carer

## Notice of Election of Parent Governor

I am writing to let you know that there are vacancies for Parent Governors on the Governing Body of The Brakenhale School, and to invite parents who wish to stand for election as a Parent Governor to put their names forward.

We know that parents are interested in the education of their children and share the school's commitment to ensuring the best possible education and opportunities for our pupils. One of the most significant ways to build on this commitment is to volunteer to be a Parent Governor. Parent Governors play an important role in ensuring that there is a representation of the Parent viewpoint.

If the number of nominations received does not exceed the number of vacancies, all those nominated will be appointed without a ballot. If there are more nominations than vacancies, a secret ballot will be held. Each Parent will be issued with a voting paper via post. All nominations will be counted and those who put themselves forward will be notified no later than Wednesday 13th January 2010 if there is to be an election. If an election is to take place, successful nominees will be notified by Friday 22nd January 2010.

If you would like further information on what being a Parent Governor would involve please visit: <http://www.bracknell-forest.gov.uk/learning/learn-schools/learn-school-governors/learn-how-to-become-a-school-governor.htm>.

Prospective nominees are advised that they will be subject to a criminal records check. Details of the disqualification criteria are enclosed with this letter.

If you are eligible, and wish to stand for election as a Parent Governor, you should complete a nomination form and have your nomination supported by another Parent of a child also attending The Brakenhale School. Although only one form has been sent with this letter, either Parent may stand for election. There is also an electronic copy available to download from the school website ([www.brakenhale.bracknell-forest.sch.uk/gov.htm](http://www.brakenhale.bracknell-forest.sch.uk/gov.htm)).

Nomination forms should be received by no later than the end of Wednesday 6th January 2010 and should be placed in the Nomination boxes in Main Reception or Student Reception. Alternatively, your nomination form can be emailed to [scooper@brakenhale.bracknell-forest.sch.uk](mailto:scooper@brakenhale.bracknell-forest.sch.uk) or posted to myself at the school address.

Yours faithfully

*S Cooper*

Miss Stefanie Cooper  
Clerk to the Governors  
[scooper@brakenhale.bracknell-forest.sch.uk](mailto:scooper@brakenhale.bracknell-forest.sch.uk)

