



ABBOT'S LEA SCHOOL

Headteacher: Mrs Ania Hildrey, FCCT, B.Ed(Hons), M.Ed, NPQH, NPQEL



3 September 2025

Dear Families

Ref: ELECTION OF PARENT GOVERNORS

As we begin this new academic year, we also launch Parent Governor election.

I therefore write to you to invite nominations from interested parents to fill two current Parent Governors vacancies on our Governing Body.

The successful candidates will become full members of the Governing Body and will serve for a period of two years, starting from 9 October 2025. To be eligible for election, you must be the parent or carer of a child registered as a current student at the school on the date of the election. You are not required to remain a parent of a current student at the school for the duration of your term of office.

Governing Body is a strategic group of volunteers working to:

- Ensure that the school operates within the means of the public funding granted to it
- Ensure that the vision for the school is ambitious
- Support Headteacher of the school, and the wider Leadership Team, in ensuring that the expected standards of education are maintained.

Our Governing Body is committed to reflecting the diversity of the students we serve and so, warmly welcomes nominations from parents and carers of all backgrounds. All governors are expected to bring:

- A strong commitment to the role and improving outcomes for our students
- An inquisitive and analytical mindset, with levels of literacy and numeracy necessary to interpret key strategic information and data
- A willingness to learn and develop
- Good interpersonal skills
- Full commitment to confidentiality associated with the role

In line with Department for Education guidance, all new governors must provide proof of identity and complete a satisfactory DBS (Disclosure and Barring Service) check.

Governing Body meetings typically last two hours and are held once per term, during the school day. Regular attendance at the meetings is required to maintain the role.

If you are interested in this opportunity, please consider completing a nomination form and submitting it in line with the guidance included with this letter.

Yours sincerely

Mrs A Hildrey
Headteacher

Timeline for Election of Parent Governors

Date	Stage in Procedure
Wednesday, 3 September 2025	Election communication sent out to families
By Wednesday, 17 September 2025, 3:30pm	Nominations to be received at the school marked "For the attention of PA to Headteacher and Clerk to Governors" Mrs E Kelly pa@abbotsleaschool.co.uk
By Friday, 19 September 2025 end of school day	Ballot papers and candidates' supporting statements will be sent to all parents (only if the number of nominations is greater than the number of vacancies)
From Monday, 22 September 2025 (8:30am) To Monday, 29 September 2025, 9:30am	Ballot boxes will be available at the school in the main reception area
Monday, 29 September 2025 at approx. 10:00am	Votes will be counted at approximately 10am
Monday, 29 September 2025, by end of school day	Unsuccessful nominees will be notified and thanked for their interest Successful nominee(s) will be declared Parent Governor(s) All parents will be notified of the result of the election
Following days	Safer Recruitment Checks carried out
Thursday, 9 October 2025	Subject to the above being completed, first committee meetings will be held in School