



Bishop Ullathorne Catholic School

Leasowes Avenue Coventry CV3 6BH

Telephone: 024 7641 4515

Email: admin@bishoppullathorne.co.uk

www.bishoppullathorne.co.uk

Headteacher: Mr C Billings

27 November 2023

Dear parent/carer

ELECTION OF PARENT GOVERNORS

The Articles of Association and Scheme of Delegation requires that the local governing body must include two parent governors who have been elected by the parents of registered students of the school and who are themselves parents of registered students of the school at the time of their election. However, any parent who is an elected member of the local authority or employed to work at the school for more than 500 hours in any twelve consecutive months is not eligible to be a parent governor.

There is currently one vacancy and you are therefore invited to take part in the election for parent governor for this school, who will serve on the local governing body for four years unless they resign the post in the interim.

Nomination forms are available from **Paul Carpenter (Business Manager)** and must be returned to the school no later than **3pm on Friday 8 December 2023**. Should only one nomination be received by the official closing date, the candidate(s) will be duly elected unopposed. In the event of there being three or more nominations an election will take place between Monday 11 December 2023 and Friday 22 December 2023. Information on voting arrangements will be sent to you at a later date.

Please note that you should not participate in more nominations than there are vacancies. Each nomination requires two proposers.

In the meantime, please acknowledge receipt of this letter by returning the slip given below.

Yours sincerely

Paul Carpenter
Returning Officer

ELECTION OF PARENT GOVERNORS

I, the undersigned, being a parent of in class acknowledge receipt of your recent letter concerning the election of parent governors.

Signed:

Date:

Please return to: **Paul Carpenter – Business Manager, Bishop Ullathorne Catholic School, Leasowes Avenue, Coventry CV3 6BH**



Part of the Holy
Cross Catholic
MAC