



Smithdon High School  
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Ref: JHi/LT

26 January 2021

Dear Parents

Re: **Forthcoming Election of Parent Governors at Smithdon High School**

I am writing to inform you that there are two vacancies for parent governors on the school's governing body. The governing body is made up of parents, staff and Trust Appointed governors. Parent governors are elected by the parents of children attending the school.

The main role of the governing body is to challenge and support the school to ensure that every student achieves the best education possible.

All parents of children attending the school are entitled to propose or second candidates and vote.

Nomination papers for this purpose are available under the governor section of the school website.

The completed nomination papers must be returned by email to [head@smithdonhigh.org.uk](mailto:head@smithdonhigh.org.uk) by Friday 12 February 2021.

If the number of nominations received are equal to, or less than, the number of vacancies there will be no need to hold a ballot. If a ballot is necessary, we will email out voting (ballot) papers. Further details about this process will be issued if required.

Thank you for your interest, and involvement in this important process. If you have any queries regarding this election, please contact the clerk to governors at the school.

Yours sincerely

**Mr J Hirst**  
Headteacher

