

9th November 2023

Dear Colleague,

Forthcoming elections of Staff Governors at Notre Dame High School

The constitution of the school's Governing Body allows for the appointment of 2 Staff Governors, who are elected by staff. Owing to the 4-year term of office of both our current Staff Governors (Charli Bates and Simon Everett) coming to an end we will have two vacancies for Staff Governors (NB, as Headteacher I am also a Governor).

All staff are invited to nominate candidates to stand for this election. Nomination papers for the election are attached to this letter. The completed nomination papers must be returned to John Eady, Compliance Manager by:

3pm on Friday 24th November 2023

If there are no more than two nominations there will be no need to hold a ballot.

If there are more nominations there will need to be an election, which will be by ballot, with one ballot paper allocated to each person eligible to vote. All completed ballot papers must be returned to the Compliance Manager's Office (or pigeonhole) by:

Friday 8th December at 3pm (which will be "the date of the election.")

The two candidates with the most votes will join the Governing Body as a Staff Governor.

You are advised to read the attached notes before taking part in the election, and to speak to myself, Charli Bates, Simon Everett or John Eady to learn more about the role.

Thank you for your interest and involvement in this important process.

Yours sincerely

Tom Pinnington
Headteacher