



Sir Thomas Boughey High School

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Station Road
Halmer End
Newcastle Under Lyme
Staffordshire
ST7 8AP

Tel: 01782 729400

4th March 2014

Dear Parent,

Re: Parent Governor Elections

Vacancies exist on our school Governing Body for Parent Governors. I am writing to inform you of the election arrangements and to invite you to stand for election. Parent Governors are elected for a four year period, irrespective of whether their children remain in school during that period.

Parents who are willing to stand as a candidate for election may obtain nomination forms from Reception, or from the Clerk to Governors, Alison McLoughlin on 01782 729426. The completed nomination form needs to be signed by the candidate and two other parents.

A completed nomination form should be returned to school no later than **Friday 14th March 2014**.

Information regarding candidates standing for election together with ballot forms will be sent to parents by **Friday 21st March 2014**.

Voting for candidates will take place from **Monday 24th March 2014 until 3.30pm on Thursday 27th March 2014**.

Ballot papers should be placed in a sealed envelope and should not contain the name of the sender.

The results of the ballot will be publicised immediately after the count.

Yours faithfully,

Mr S Gould

Head Teacher