



Campws Cymuned Gartholwg, Y Brif Ffordd / Main Road,
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29th November, 2013

To: Parents/Guardians of pupils attending Ysgol Gyfun Garth Olwg

Dear Parent / Guardian,

Re. ELECTION OF PARENT GOVERNOR

I wish to inform you that we now have one vacant position for a Parent Governor on the Governing Body of Ysgol Gyfun Garth Olwg. As defined by Section 2 of the Children Act 1989 "Parent" in this context refers to the person with parental responsibility for the child as well as anyone else who has care of him/her".

The role of Governor is an important one, as Governing Bodies are responsible for undertaking a variety of functions connected with the effective running of the school, including curriculum, budgeting and staffing matters.

Meetings of the Full Governing Body must be held at least once per term, Committee meetings are convened, at the most, once every half term. All meetings are usually held at the School. In certain circumstances Governors may claim travelling expenses for attendance at meetings.

When elected, a Parent Governor may serve for a period of four years, and is not required to stand down if their child(ren) leave the school. The Authority will provide relevant support, information and training relating to the rights and duties of Governors. It is expected that new Governors will undertake a foundation course consisting of six two hour sessions within the first year of their Governorship. All training is free of charge to Governors and is delivered at local venues.

Should the number of nominees exceed the vacancy, ballot papers will then be prepared and again, distributed by pupil post, together with an envelope marked with a school stamp in which the papers are to be returned to the school.

We would encourage parents to put their name forward for this vital role. To be considered for election, please complete the nomination form as set out overleaf and return it to the **Head Teacher of Ysgol Gyfun Garth Olwg no later than 12.00 noon, 9th of December, 2013.** Any applications returned after this date will **not** be considered.

Should you require any further information on the election of Parent Governor please do not hesitate to contact Mrs. A. Williams at the above address or by telephoning 01443 219580.

Yours sincerely,

Mrs. A. Williams
Head Teacher