

5 January 2022

Dear Parents/Carers

Two Parent Governor Vacancies at Highgate Wood School

Currently we have 2 vacancies for parent governors on the governing body. Your voice as a parent is very important to our school and it is a priority for us that the governing body has a good representation of parents from a variety of backgrounds and cultures. With this in mind, we would particularly encourage nominations from parents from minority ethnic backgrounds. Notwithstanding this, the key quality from any parent who wishes to join the governing body remains a strong commitment to HWS and a willingness to invest the time and energy to the governing among its membership.

If you are interested, here's what you should do ...

- 1) Please check that you are eligible to stand as a parent governor. The definition of "parent" includes:
 - all natural parents, whether they are married or not; and
 - any person who, although not a natural parent, has parental responsibility for a child or young person; and
 - "Parent" is defined as including "any individual who has or has had parental responsibility for, or cares or has cared for, a child or young person under the age of 18". It includes a person who the child lives with and who looks after the child, irrespective of what their relationship is with the child. The reference in the definition must be to someone involved in the full-time care of the child on a settled basis.

There are some criteria which can disqualify you from serving as any type of governor. This list is given in the nomination form. If you are applying, then you must confirm that you are not disqualified by those criteria.

- 2) Please nominate yourself by completing our online nomination form <https://www.surveymonkey.co.uk/r/F3GFLWH> and include the name of a proposer. Please contact Mrs E Olakisan on 020 8342 7970, governors@hws.haringey.sch.uk if you would like a form to be sent by email.
- 3) Please ensure that your completed nomination form is returned to the school by **Noon – Friday 14 January 2022**. Please leave in Reception or send by post marked for the attention of Mrs E Olakisan or by email to governors@hws.haringey.sch.uk.

Highgate Wood School Student Council supports individual action to address the issues of Climate Change and promotes the United Nations top 10 recommendations.



5-minute showers



Drive less



Lights off



Local produce



Recycle



Meat-free meals



Zero-waste fashion



Unplug



Refill and reuse



Bring your own bag

What happens after the nomination deadline has passed?

Any nominations received after the deadline will not be accepted.

If the school receives more nominations than there are vacancies, then we will hold an election and parents will be asked to take part in a secret ballot to vote for the candidate(s) they feel would be most suitable as a parent governor. The personal statement of up to 100 words you supply as part of your nomination will be circulated to parents to help them decide who to vote for.

If the school receives the same amount of nominations as there are vacancies, then those nominees are deemed to be 'elected unopposed' and become parent governors without the need for an election.

If no parents nominate themselves by the deadline given above, then the governing body become responsible for appointing parent governors to fill the vacancies. If they can't find volunteers at our school then they may seek parent volunteers from other schools.

If an election needs to take place then we will inform all nominees, and all parents in writing, providing the details of how to vote and the deadline for doing so.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Cozier', with a stylized flourish underneath.

Patrick Cozier
Headteacher