



1 December 2015

Dear Parent/Carer

PARENT GOVERNOR ELECTION

Further to the letter notifying you of vacancies for a Parent Governor at Finham Park 2 School.

We have four candidates for the 2 vacancies and will therefore hold an election to select the successful candidates.

The election period will commence at 12:00 hrs midday on Friday 4 December and will close at 12:00 hrs midday on Friday 11 December 2015. The vote will be counted at 12:15 hrs on that date, after which the result will be announced.

Details of the candidates are contained within the voting form.

Casting Your Vote

The election will be conducted electronically, via the Parent Section of Insight. If you do not wish to participate in the election via this method, please contact me as soon as possible to make arrangements for a ballot paper to be posted to you.

Each person entitled to vote in this parent governor election has **2 votes one for each vacancy**. You are entitled to vote in the election as a parent of a pupil at the school, or as a person with parental responsibility for, or having care of a pupil at the school.

To cast your vote, follow these 5 easy steps:

1. Please login to Insight, directly by visiting this address <https://insight.finhampark2.co.uk> OR visit the school website <http://finhampark2.co.uk> and click on the 'parent portal' button at the top of the screen.
2. On the left hand side, click on 'Parent Governor Election 2015'
3. Read the supporting statements by each candidate.
4. Select your candidate(s) by clicking in the small button placed next to each name.
5. Click on the 'Submit' button to ensure your vote is counted.

The process described above has been designed and tested to ensure that the election is secret and anonymous.

Please could I encourage you to use your vote. The work of the Parent Governor as a member of the Local Governing Body is extremely valuable to the school.

Yours sincerely

J A Ryan

Mrs J A Ryan
Clerk to the Governors