

Timeline for Parent Governor Election at Trinity School (November 2023)

(Appointment to commence following receipt of satisfactory DBS and references on or after 15th January 2024)

Wednesday 15th November 2023: Issue letter inviting nominations. Send with timeline, code of conduct, election procedures, role description and nomination form.

Thursday 30th November 2023 9.00am: Close of nominations and deadline for requests to receive ballot papers by post.

If there is one nomination for the one vacancy that person is elected (subject to a DBS check and references).

If there are more nominations than vacancies a ballot will be prepared.

Wednesday 6th December 2023: Ballot information and candidate election statements will be issued to **each** parent.

Tuesday 19th December 2023, 9.00am: Close of Ballot.

- The Clerk will advise candidates individually of outcome.
- Parents/Carers will be notified of result via school newsletter and/or website.