



## Nomination of persons to serve as Parent Governors on the Board of Governors of Glenlola Collegiate for the Term of Office 2024 - 2028

Dear Parent/Guardian,

The Board of Governors is due to be reconstituted for the above term of office.

I want to thank those members of the current Board who will be stepping down at the end of this academic year for the loyal service that they have given to the School. The role of Governor is vital to the continued success of any school and we have been fortunate over the years to have been served by committed and supportive parents who care deeply about Glenlola. The document '*Roles and Responsibilities of Boards of Governors*' is attached for your information.

You are now invited to submit nominations for parent governor to the Board of Governors of the School for the 2024-28 term of office. There will be **two vacancies** and, in the event that more than two valid nominations are received, a ballot will be held to elect the parent governors and relevant information will be shared with you at that time.

To help you further, should you wish to participate in this process, you may find it helpful to refer to the School Governance tab on the Education Authority (EA) website which provides information on the roles and responsibilities of school governors. A further useful source of information is the booklet, '*Becoming a School Governor*' which can also be accessed via the EA website at [www.eani.org.uk/school-governance/apply-to-become-a-school-governor](http://www.eani.org.uk/school-governance/apply-to-become-a-school-governor)

If you are considering submitting a nomination or nominations, the following points should be noted:

1. Both parents of each pupil registered at the School are entitled to vote in the election;
2. Each parent is entitled to one vote only in respect of each parent governor vacancy;

### **Educating Girls in Bangor for over 125 Years**

2 Valentine Road, Bangor, Co Down, Northern Ireland BT20 4TH  
Tel: 028 9147 5340 Fax: 028 9147 5345

[www.glenlola.collegiate.net](http://www.glenlola.collegiate.net) [info@glenlola.collegiate.bangor.ni.sch.uk](mailto:info@glenlola.collegiate.bangor.ni.sch.uk)  
Headmaster: W E Thompson BSc MSc MEd PGCE PQH(NI)



3. The Board of Governors has appointed Mr. W E Thompson to act as clerk of the election and chair of any meetings held during this process. A report of the proceedings will be forwarded to the appropriate EA office;
4. Should you wish to self-nominate or to nominate a person or persons to stand for election as parent governor(s), please use the attached '*Parent Governor 2024-28 Nomination Form*' and '*Parent Governor 2024-28 Nominee Personal Statement form*'. Please return these completed forms to me as clerk (by post or email to [info@glenlolacollegiate.bangor.ni.sch.uk](mailto:info@glenlolacollegiate.bangor.ni.sch.uk) – please use the title '**Parent Governor Nomination**') not later than 4pm on Tuesday 4<sup>th</sup> June 2024. Paper copies of the attached forms can be provided on request and information received will be treated in compliance with GDPR requirements.
5. Please ensure that you have the agreement of the candidate that they wish to stand for election (along with their completed '*Parent Governor 2024-28 Nominee Personal Statement form*') and a seconder for the nomination. Please note, in accordance with the Scheme for the Management of Controlled Schools:

*a person, other than the principal or a teacher elected in accordance with the relevant provisions of Schedule 4 to the 1986 Order, who is employed for gain solely in the school for the purposes of the school or, for the purposes of non-school activities shall not be a member of the Board of Governors of the school.*

6. After the deadline for nominations has passed, they will be collected and an election carried out if more than two have been received. In that case, information about the election process will be issued to you along with the Ballot Paper and Personal Statements of each candidate.

Yours sincerely

W.E. Thompson  
Clerk of the Election

Glenlola Collegiate School, 2 Valentine Road, Bangor, Co. Down BT20 4TH  
Email: [info@glenlolacollegiate.bangor.ni.sch.uk](mailto:info@glenlolacollegiate.bangor.ni.sch.uk)

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