

Ash Church Road,  
Ash,  
Surrey,  
GU12 6LX

Telephone: 01252 328589  
E-Mail: [office@ash-grange.surrey.sch.uk](mailto:office@ash-grange.surrey.sch.uk)  
Website: [www.ash-grange.surrey.sch.uk](http://www.ash-grange.surrey.sch.uk)

Headteacher: Mrs Marie Curtis



## GOVERNING BODY PARENT ELECTIONS

Tuesday 20<sup>th</sup> January 2026

Dear Parents/Carers

Due to one of the parent governors changing category there is now a vacancy for a parent governor. This is a very important role in the school, the Governing Body supports and challenges the school leadership to achieve the best outcomes for every child.

Our governing body should always represent our wonderful diverse community, currently we have 3 male and 5 females, all from white British communities. If you would like to join our Governing Body, there are three things you need to provide:

1. A completed Nomination Form (a nominee must be proposed and seconded by another parent).
2. A small photograph of yourself.
3. A short statement about yourself, not more than 100 words (stating why you wish to become a school governor and how you can contribute to the work of the governing body).

Nomination forms must be emailed or hand delivered in a sealed envelope to the school office (marked "Parent Governor Nomination Form") to arrive no later than noon on Thursday 9<sup>th</sup> October 2025. No nomination can be accepted after that date/time.

If we received one nomination the person will be appointed without a ballot. If we receive more than one nomination, a secret ballot will be held.

The timetable for the election is set out below.

Tuesday 20 <sup>th</sup> January 2026	Parent letter with nomination forms sent out.
Tuesday 3 <sup>rd</sup> February 2026	Last Day/time for returning nominations.

In the event of the number of nominations exceeding the number of vacancies:

Wednesday 4 <sup>th</sup> February 2026	Ballot paper sent to parents.
Tuesday 24 <sup>th</sup> February 2026	Due to half term and INSET day. Return count of ballot papers.

Nominations must be submitted to Mrs Curtis by 12 noon on Tuesday 3<sup>rd</sup> February 2026.

There is further information about the role and responsibilities and the support provided in the role below. If you require any further details, please contact the office or book an appointment with me. It is important that you understand the responsibilities of a governing body; each member is a part of it but does not act alone. The governing body is the strategic leader of the school and has a vital role to play in making sure every child receives the best possible education, with three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction of the school.
- Holding the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff.
- Overseeing the financial performance of the school and making sure its money is well spent.

Any parent/carer considering standing should be a parent, or carer, of a registered pupil at the school at the time of election and will agree to DBS checks as required and you will have:

- an interest in all the children's futures
- a desire to make a difference.
- a willingness to accept responsibility.
- an ability to work in a team, ask questions, listen and learn.

As a parent governor you hold the unique position of having a parental viewpoint. Through the children you will have first-hand experience of the curriculum and how the school is perceived. You will be able to bring this perspective to the strategic management of the school. As a parent governor you do not have to vote in a particular way because you have been pressed to do so by parents. Objectivity, however, is essential. You are not there to promote the interests of your own children but all children. Parent governors are elected by other parents, and it is important to establish a rapport with the parental body that elected you, whilst continuing to maintain a strategic approach to school governance.

You are disqualified from being elected or appointed as a parent governor if you are an elected member of the local authority or are paid to work at the school for more than 500 hours in any twelve consecutive months.

As an effective parent governor you:

- help to decide the priorities for improving the school.
- work in partnership with the Headteacher, senior leadership team and cooperatively with other governors to raise standards and improve outcomes for all children.
- prepare for meetings by reading papers beforehand.
- take responsibility for your own learning and development as a governor including attending training.
- attend full governing body and relevant committee meetings promptly, regularly, and for the full time.
- read briefings and newsletters for governors; present a balanced view of issues representing different sections of the community.
- promote the interests of the school in the wider community.
- be loyal to the decisions made by the governing body.
- respect the confidentiality of governing body affairs.
- never promise to 'solve a problem' on your own.

- never press your own child's case at the expense of others
- declare an interest and withdraw from any meeting where you, a partner or close relative or associate stands to gain, or where you are so close to a matter discussed it is difficult to be impartial.
- have regard to the broader responsibilities as a governor of a public institution in regard to promoting accountability for the actions and performance of the governing body.

All governors receive support and training from the Local Authority and in the school.

Nominations must be submitted to Mrs Curtis by 12 noon on Tuesday 3<sup>rd</sup> February 2026.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M Curtis', written in a cursive style.

Mrs M Curtis  
Headteacher