

ST MARY'S COLLEGE

PARENT GOVERNORS

Nominations will be sought in writing by the Clerk as soon as reasonably practicable after a vacancy arises.

Each nomination must be made on an official nomination form which will be attached to the letter seeking nominations, and will require a proposer and seconder who are also eligible parents (ie parent/s legal guardians of students registered at the time the nomination letters are despatched). Individuals may not propose or second themselves.

Nominations must be received by the Clerk or his representative by the deadline determined by the Clerk, which will allow at least five working days from the date of the written notification of the vacancy.

If the number of nominees does not exceed the number of vacancies, the nominee(s) shall be declared duly elected.

If there are more nominees than there are vacancies a ballot will be arranged by the Clerk. Ballot papers will list all candidates properly nominated in alphabetical order. Nominees are entitled to circulate a brief personal statement with the ballot papers. All eligible parents shall be sent a ballot paper containing clear instructions on how to vote. The nominee(s) with the largest number of votes by the stated deadline shall be declared duly elected.

In the event of a tie for the last available vacancy (or vacancies), a second ballot involving only those nominees tying for the last available vacancy (or vacancies) shall be carried out and the nominee(s) with the largest number of votes shall be declared duly elected.

In the event that there is still a tie, the matter shall be determined by drawing lots.

Each eligible parent shall be able to vote for as many candidates as there are vacancies. Any ballot papers which have more votes than candidates or which are unclear for any other reason shall not be counted. There is nothing to prevent nominees from voting for themselves.

In the event that there are less nominees than there are vacancies available, the process will be repeated at the start of the following academic year, or sooner if there are grounds to believe that a vacancy is likely to be filled.

The elected nominee(s) shall take up office only after formal appointment by the Governing Body at the next meeting following the election process. The Governing Body is empowered not to appoint an elected nominee (though it is envisaged that this might only be done in the most exceptional circumstances).