

Date • Dyddiad January 2021
Your ref • Eich cyfeirnod
My ref • Fy nghyfeirnod Parent Vacancy
Telephone • Ffôn 01437 775103
Email • Ebost GSSAdmin@pembrokeshire.gov.uk
www.pembrokeshire.gov.uk / www.sir-benfro.gov.uk



Pembrokeshire County Council Cyngor Sir Penfro

IAN WESTLEY, M.A. B.Eng(Hons), C.Eng., M.I.Mech.E., M.C.I.B.S.E.
Chief Executive / Prif Weithredwr

STEVEN RICHARDS-DOWNES
Director of Education
Cyfarwyddwr Addysg

Pembrokeshire County Council,
County Hall, HAVERFORDWEST,
Pembrokeshire, SA61 1TP

Cyngor Sir Penfro,
Neuadd y Sir, HWLFFORDD,
Sir Benfro, SA61 1TP

Telephone / Ffôn 01437 764551

Please ask for
Os gwelwch yn dda gofynnwch am

Fleur Pritchard/Ann Hodgson

TO: PARENTS OF PUPILS ATTENDING ST FRANCIS CATHOLIC PRIMARY SCHOOL

Dear Parent

Election of Parent Governor

There is a vacancy for a parent governor on the governing body of the above school. If you have a child at the school you are eligible to apply to take up this position. The term of office of a governor is four years and, if your child leaves school during this time, you may still continue as a governor until your term of office ends.

Further information on what is involved in being a parent governor, as well as application forms, can be obtained from the PCC website or by contacting the office using the details above. The application form must be returned to **Governors' Support Services** at County Hall by **5:00pm on Thursday 11 February 2021**. Please do not return it to the school.

If there are more applicants for the post than the number of vacancies, an election will need to be held. If this is the case, we will contact you to ask if you wish to proceed with this or whether you would prefer to withdraw your application, unless you have already indicated this on your application. If an election is held, the information candidates provide on section 5 of the application form will be distributed to all parents with the ballot paper, to help them to make their choice.

Please note that successful applicants will be required to undergo an enhanced DBS check, and will be required to attend 2 mandatory training courses; failure to do so would disqualify you from being a governor. If you feel that you would be unable to meet either of these conditions then you should not apply to be a parent governor.

Please contact the school or this office if you require more information.

Yours sincerely

Charlie Blythe
Governors' Support Services

We welcome correspondence in Welsh and English, and will respond within a maximum of 15 working days. We will respond in the language in which the correspondence is received (unless you ask us to do otherwise). / Rydym yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn ymateb cyn pen 15 diwrnod gwaith fan bellaf. Byddwn yn ymateb yn yr un iaith â'r ohebiaeth a dderbyniwyd (oni bai eich bod yn gofyn i ni wneud yn wahanol).

For a copy in large print, easy-read, Braille, audio, or an alternative language, please contact Pembrokeshire County Council on the number above. / Os am gopi mewn print mawr, fformat hawdd ei ddarllen, Braille, sain neu mewn iaith arall, cysylltwch â Chyngor Sir Penfro ar y rhif uchod.