**School Finance Team**

**Department of People Services**

**Schools Forum Governor Representatives – 2020 Election**

The Schools Forum is a key consultation group, especially in all aspects of resourcing schools in relation to school budgets.

There are 31 members of the Schools Forum, 23 members are head teachers and governors of maintained schools and academies.

The Forum meets on average 8 times per year; the timings of the meetings are usually 2.00 pm on Friday afternoons and are usually held at the Bolton Science and Technology Centre.

Of the representatives there are currently **2 maintained primary** positions available for election. The term of office is 4 years to commence from 1 September 2020.

The Chair of the Schools Forum is Mike Doyle who is a Governor at Pikes Lane Primary School.

**Election Procedure**

Maintained Primary Governors are invited to be nominated to fill the vacant positions. Those governors, interested in standing for the positions, should complete the attached form and have the Chair of the Governing Body they are wishing to be nominated by submit an email as their countersignature. The form should be sent to the email address overleaf by **Friday 17 July 2020** at **4.00 pm**.

Following receipt of all nominations by the stated closing date and time, if there are the same number of nominations for the positions available, those governors would be duly elected. If, however there are more nominations than the post available, an election will be held.

Your Clerk to Governors will receive a ballot form for their Governing Body with the details of the candidates wishing to stand and following a vote by the Governing Body, the Clerk will be requested to complete and return the ballot form on their behalf. Governing Bodies will have two votes. Votes must be received by the stated closing date and time (further information will be circulated at a later date).

The candidates with the most number of votes will be duly elected and notification of this will be provided to governors via the appropriate channels.

If you would like further information on the role of the School Forum governor representatives or have any queries or comments about the election process, please contact Mrs Julie Edwards, LA School Finance Manager on 01204 332035 or email [julie.edwards@bolton.gov.uk](mailto:julie.edwards@bolton.gov.uk)

**School Finance Team**

**Department of People Services**

**School Forum Maintained Primary Governor Representative**

**Nomination Form 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title & Full Name:** |  | | |
| **Telephone (Home):** |  | **Telephone (Work):** |  |
| **Telephone (Mobile):** |  | **E-mail Address:** |  |
| **Home Address (including postcode):** |  | | |
| **School(s) at which a governor:** |  | | |
| **Category of governor:** |  | | |

**Please use the box below to give additional information in support of your application (continue on a separate page if necessary).**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |

**\*Please note that appointment information and personal statement will be shared among all Bolton school governors should an election be necessary.**

**Nominated By:-**

*(During the current social distancing requirements, an email from the Chair giving their approval/nomination will be sufficient for this purpose)*

Chairs Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_ (Chair of Governors)

*Please return completed form by* **Friday 17 July 2020** at **4.00 pm** *to:*

***Julie Edwards - Schools Finance Manager***

***Children’s and Adult Services***

***Bolton Council***

***1st Floor, Town Hall***

***Victoria Square***

***Bolton, BL1 1RU Email: julie.edwards@bolton.gov.uk***