



Headteacher: Mr. M. Smallwood

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1st February 2012

SALE GRAMMAR SCHOOL GOVERNING BODY

ELECTION OF PARENT REPRESENTATIVES

Dear Parent/Carer

As the number of nominations (3) exceeds the number of vacancies (1), a ballot will be necessary. A ballot paper is attached to this letter, together with two envelopes and statements from each candidate. **In order to safeguard against voting in duplicate or by those not eligible to vote, the completed ballot paper should be placed in the smallest envelope, which should be left unmarked. That envelope should then be placed in the larger envelope which the voter should sign and also print clearly their own name and the name of their child and form.** On receipt of the ballot paper I will check the name on the outer envelope for entitlement to vote and note the return of the ballot paper. Only eligible parents, that is any parent or person having parental responsibility for, or who has care of a registered pupil at the school at the time of the election, are permitted to vote.

Ballot papers must be returned to me, via the form tutor, by Wednesday 8th February, no later than 9 a.m. The envelopes will be opened and votes sorted and counted in my office at 9.30 a.m. on Thursday 9th February. Candidates are invited to attend the count if they wish.

Yours sincerely

M Smallwood
Headteacher

BALLOT PAPER ELECTION OF PARENT REPRESENTATIVES

There is one vacancy. Mark X alongside the name of one candidate only.

Spoilt or ambiguously marked papers will not be accepted.

Khouloud Azzouni Alturk _____

Melinda Beckett-Hughes _____

Teresa Hopley _____