15th November 2019

Dear Parents/Carers

**PARENT GOVERNOR ELECTION**

Following feedback from parents we have decided to re-run our recent Parent Governor Election to ensure that you are clearly informed that **both parents are able to vote.** Please note that all previous ballot papers have been shredded and will not count in this election. For the purpose of transparency the new ballot papers have been printed on blue paper.

Please find attached to this letter:

* 2 ballot papers (one for each parent) with a copy of the personal statements from each of the 5 candidates

You may vote for up to 2 candidates. **Each parent can submit one ballot paper, regardless of the number of children/students you have attending the school**. As indicated on the ballot paper you should vote by marking an X in the box alongside the statements of the 2 parents you support.

Once you have marked the ballot paper you should seal it in an envelope. This should then be put in the ballot box, which can be found in the main school reception by **Tuesday 3rd December 2019.** If it is not possible for you to vote in person, please return to the following address: Karen Dalton, PA to Head Teacher, Sir John Cass’s Foundation & Red Coat C of E Secondary School and Sixth Form, Stepney Way, London, E1 0RH.

The election will be decided by a simple majority of votes cast. In the event of a tie, lots will be drawn.

Following completion of the election process I will let you know the outcome.

Yours sincerely

Paul Woods

Head Teacher