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Dear Primary Headteacher

Election of Primary Headteachers to the North Yorkshire Schools Forum

The Children and Young People's Service is seeking nominations to fill **three** primary headteacher vacancies that have arisen on the North Yorkshire Schools Forum.

Primary headteachers interested in nominating themselves are advised to read the information provided on the CYPS website at [Schools Forum Governance | CYPSinfo \(northyorks.gov.uk\)](http://www.northyorks.gov.uk/SchoolsForumGovernance)

Primary Headteacher representation

The North Yorkshire Schools Forum has a membership of 36, of which, 8 represent the maintained Primary schools in the county. The Primary headteachers/governors currently on the Forum are:

- Karen O'Donnell, Athelstan Community Primary School
- Corinne Cross, Stillington Community Primary School
- Ray Wells, Barlby Bridge Community Primary School
- Anna Kirkham, Athelstan Community Primary School
- Helen Thompson, Heritage Coast Federation

Whilst there are no particular requirements as to the location, size or type of school from which nominations are sought, the work of the Schools Forum would be strengthened by a broad representation of North Yorkshire Primary schools.

Term of Office

The term of office is for a period of four years. We are looking to fill the vacancies immediately.

Eligibility to Stand for Election

To be eligible for election, the nominee(s) must be a serving Primary School Headteacher at a North Yorkshire maintained school at the date of the election.

Nominees are reminded that they may only remain a member of the North Yorkshire Schools Forum whilst holding office as a Primary Headteacher at a North Yorkshire maintained school. If the nominee either leaves their post or the school converts to academy status, their membership of the North Yorkshire Schools Forum will automatically cease.

Ineligibility to Stand for Election

Headteachers of academies are not eligible to stand for nomination for these particular vacancies. There are currently 16 academy positions on the Forum and representation is managed by the academies in North Yorkshire themselves.

How to Nominate

To register your nomination, please complete the Nomination Form and return to Deborah Wilbor (deborah.wilbor@northyorks.gov.uk) by no later than Friday, 5 July 2024.

The Process of Appointing

Where the number of nominations received is equal to the number of vacancies, the candidates will be appointed with immediate effect.

Should more than the required number of nominations be received, a formal ballot of all Primary School Headteachers will be held with the vacancy being filled on the following basis:

- a. The candidate securing the highest number of votes will be appointed with immediate effect.
- b. In the event of a tie, the Corporate Director – Children and Young People’s Service is required to appoint the representative having taken account of the experience and expertise of the candidates. The Corporate Director is not obliged to appoint a representative if, in their view, none of the candidates are suitable.

In joining the North Yorkshire Schools Forum at this stage in its development, you will be instrumental in shaping the business cycle and ethos of this significant strategic forum.

We look forward to receiving your nomination.

Kind regards

Howard Emmett
Assistant Director – Resources (CYPS)