



Newport National School
Newport, County Mayo

Tel: 098 41442

Email: office@newportns.ie

Website: www.newportns.ie

TO ALL PARENTS

21st October 2019

Dear Parent/Guardian,

As you may be aware, the current term of the Board of Management will expire on 30th November 2019, and a new Board of Management takes up office on 1st December 2019.

As Patron's representative, I wish to thank the current Board of Management for their hard work over the last four years. Martin Dillane is stepping down from his role as treasurer, and we will need to elect a board member willing to take on this role. The treasurer will be supported by the Board members and training is provided.

TWO PARENTS of children enrolled in the school (one being a mother and the other a father) must be elected by the general body of parents of children enrolled at the school.

In order to obtain nominations, we are writing to each parent to...

1. Establish their willingness to stand for nomination and election as parent representative, and
2. Obtain consent for the circulation of their name and the classes attended by their child(ren) to all other parents, if they are willing to stand for nomination and election.

Please find Consent Form appended to this letter. If you are willing to stand for nomination and election as parent nominee to the Board of Management please complete, sign and date the Consent Form and return it to the school no later than 25th October 2019, so that the school may furnish your details (i.e. your name and classes attended by your children) to other parents.

Please do not complete the consent form if you are not willing to be nominated. If your spouse/partner (being a parent of a child in the school) wishes to be nominated s/he must furnish the school with a separate Consent Form.

Mise, le meas,

Patron's representative

CONSENT FORM

I, _____ parent of _____
confirm that I am willing to stand for nomination and election as parent nominee on the Board of Management. For the purpose of the nomination/election of a parent nominee to the Board of Management I authorise Newport National School to circulate to all other parents in the school:

		Please tick as appropriate
My name.....		<input type="checkbox"/>
The class level (e.g. 1 st class, infants etc.) attended by my child/children.....		<input type="checkbox"/>
Signed: _____		
Dated: _____ day of _____, 2019.		

All personal information provided on this Consent Form will be stored securely by the Board of Management and will be used solely for the purpose of the election of parent nominee(s) to the Board of Management. This information will be circulated to the parents of children attending the school and will not be disclosed to any other external third party. It will be deleted when the process is completed. The voting returns from the ballot may be retained for the purposes of co-option in order to fill vacancies occurring during the life of the Board where it is decided, having consulted the parents association, not to have a by-election or further by-election as appropriate.