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## Election procedures for governors

### Parent governors and staff governors

The local authority is responsible for the organisation of parent and staff governor elections although in practice the responsibility for the conduct of parent and staff governor elections in individual schools is delegated to the headteacher, as returning officer.

Elections are conducted in accordance with the procedures agreed by the local authority and are set out in the documents below.

[Election of parent governors 2012 regulations \(word\)](#) \* [login required](#)

Information on numbers, eligibility, procedures in event of a vacancy, counting votes, definition of parent and who can be a parent governor and who cannot. Also includes parent governor nomination form.

[Election of staff governors 2012 regulations \(word\)](#) \* [login required](#)

Information on numbers, eligibility to vote, general procedures in case of a vacancy, who can and who cannot be a governor and the election itself. Also includes staff governor nomination form.

### Chair and vice chair

The governing board must elect a chair and a vice-chair.

There are no regulations prescribing the election process as it is believed that governing boards are best placed to decide how to organise this, but those standing for election should withdraw from the meeting when a vote is taken.

Governors who are paid to work at the school, for instance the headteacher and staff governors, cannot be elected as chair or vice-chair.

[Election of chair and vice-chair \(word\)](#) \* [login required](#)

Guidance on procedures around the election of chair and vice-chair.

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