***Appendix D***

Dear

**Re: Election of Staff Governor at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School**

I am pleased to inform you of the result of our election for staff governor.

Elected:*Name of candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

We would like to thank all those who put their names forward and we are sorry that we could only take one candidate. Details of the actual number of votes cast can be obtained on request from the school office.

There may be vacancies in other schools in the area, and if you were unsuccessful and would like to be considered as a school governor elsewhere, I know Hampshire Governor Services will be pleased to hear from you. Details of current governor vacancies and an application form can be accessed via their website: www.hants.gov.uk/education/governors

Thank you once again for your interest.

Yours sincerely

Headteacher