

5. Election process - LA school members (excluding LA governors) and academies

- 5.1 All constituents in the group will be contacted and given the opportunity to either stand for election or nominate a colleague.
- 5.2 If the number of nominees exceeds one then an election will be held to select the group/ sub-group representative to sit on the SFF. In the event that there is only one nominee the person will automatically sit on the SFF
- 5.3 Where there is more than one nominee for each group-sub group an election will take place, nominees will need to provide a picture and a statement why they would be a suitable representative for their group/sub-group on the SFF. This information will be displayed on KELSI so that schools/academies can view this information and decide who would be an appropriate candidate to vote for. The election process is as follows:
 - 5.3.1 All schools/academies will have the opportunity to vote, the process will be managed via trust web and email.
 - 5.3.2 Each school / academy governing body will have one vote, depending on the number of candidates up for election in the group/ sub-group will determine how votes are scored, so for example if there were four members up for election the process would be as follows. Each school/ academy will vote in order of preference i.e. first preference four points, second preference three etc. The total points for each candidate will be calculated and the top four will be elected to the Forum.
 - 5.3.3 In the event of a tie between two or more candidates, then the LA must appoint the school/academy member instead. The LA may decide to appoint one of the candidates rather than someone else and might wish to take into account the experience or expertise of the individuals and the balance between different types of represented schools/ academies on the SFF.
 - 5.3.4 All deadlines for voting and nominations must be complied with in full; any returns received after this will be invalid.

Appointment LA Governors

- 3.2 LA school representatives will be made up of Seniors Leaders (SL) (including finance staff) and Governors. The nomination of members to the SFF will involve two different selection processes for SLs representing LA schools and School Governors representing LA schools. SLs will be directly elected by the relevant LA school sub group and Governors will be placed by the Kent Governors Association (KGA). The representative groups for LA schools are made up of the following: