



## WGSP Management Board Election Calendar

### Academic Year 2026/27

Step	Date / Period	Action	Notes
<b>1. Determine Vacancies</b>	End of June 2026	Management Board reviews which seats are up for election: 1-year terms expire for small/large/church/federation representatives; any GAPH 2-year term seats expiring.	Ensure a clear list of positions to be filled.
<b>2. Open Nominations</b>	1st July – 20th July 2026	Send email to all Headteachers requesting nominations for all vacant seats.	Include instructions and deadline for submission (end of August).
<b>3. Close Nominations</b>	21st July 2026	Deadline for submission of candidate nominations.	Late nominations cannot be accepted.
<b>4. Prepare Voting Slips</b>	1st – 5th September 2026	Partnership Co-ordinator prepares voting slips for all eligible voters.	Include candidate names, categories, and instructions.
<b>5. Distribute Voting Slips</b>	5th September 2026	Send voting slips to all Headteachers (or provide at first network meeting if in-person).	Ensure slips are clearly marked with submission deadline.
<b>6. Voting Period</b>	5th – 12th September 2026	Headteachers submit completed voting slips.	Voting can be via email or sealed envelopes depending on your process.
<b>7. Count Votes / Confirm Results</b>	13th – 15th September 2026	Management Board/Partnership Co-ordinator counts votes and confirms elected members.	Ensure transparency and record results in minutes.
<b>8. Announce Elected Members</b>	15th September 2026	Notify all Headteachers of election results.	Include term lengths and start date.
<b>9. New Board Members Take Office</b>	1st October 2026	Newly elected Board members officially begin their duties.	Aligns with academic year and management continuity.
<b>10. Orientation / First Board Meeting</b>	Oct-26	First formal Board meeting with new members; elect Chair, Vice Chair, and Treasurer for 1-year term.	Ensure new members receive constitution, financial info, and safeguarding policies.