

## SAINIK SCHOOL KAPURTHALA, PUNJAB

### GENERAL GUIDELINES FOR ELECTION OF PARENTS' REPRESENTATIVE FOR SESSION 2021-22

1. Generally, the selection of parent rep is carried out during Parent Teachers Meetings every year. However, due to COVID -19 situation prevailing for last one year, Parent Teacher Meet in physical presence could not be organized and so the selection of Parent Rep could also be not done too. Now, school authorities with the approval of Chairman LBA has decided to carry out selection of Parent Rep through **Online Platform**.
2. Accordingly, the Parents' Rep Selection for the session 2021-22 will be carried out through Google / MS Form using parent's email id registered with school or in case of MS Form, the unique ID issued to cadet by the school. The broad guidelines are as under: -
  - (a) 10 days are being given for filing the nomination by parents. List of parents applying for the same will be finalized by a Board of Officers according to last date of submission of the form. Nomination forms will be received on school email **sskapurthala@gmail.com** through email of parent registered with school records.
  - (b) If more than one candidate applies for the Parents' Rep, then there will be a voting. Votes will be received online through Google Forms / MS Forms using Parent registered email ID / MS Team unique ID of cadet provided by the school. The tenure of Parents' Rep will be for one year as per Sainik Schools Society Rules & Regulations. In case, the vote is not received through the registered email ID of parent registered at school, the vote will be considered as invalid.
  - (c) A Board of Officers will be detailed to count the votes received online. During this process to maintain transparency, any one local parent will be called by school to act as an Observer.
  - (d) Only one parent of particular cadet will be allowed to apply i.e either father / mother for this selection.
  - (e) Parents of Cadets of VI, VII, XII and new entrants of class IX cannot apply in accordance with Sainik School Society Rules and Regulations for this selection.
  - (f) Parent Rep has not be a fee defaulter.
  - (g) The Parents' Rep who have already been Parents' Representative in past will not be considered for nomination in order to give other parents a fair chance to act as Parent Rep.
  - (h) If any parent wants to update his/her email ID registered at school, they can inform school by 17 Jul 2021 through email by attaching a formal application for the same.
3. Parents who want to contest for selection as Parent rep are requested to intimate the school within 10 days of publishing of this circular, so that the Nomination Form can be mailed on their registered email ID.