**Supporting a Candidate: Sabbatical Officers Guidance**

If you are a current student officer who would like to support a candidate in the elections, you must declare this by completing a declaration form stating your reasons for your support.

This form must be completed after the publication of nominations on the 25th February and returned to the Deputy Returning Officer, Lucy Smith, before the start of the voting period on the 28th February.

Only after the Deputy Returning Officer receives a declaration of support can a Student Officer use their position to support said candidate in the elections.

In the interest of fairness and transparency, Student Officers should be open about their support and reasons for support of a candidate in the elections. Officers should have the interests of the membership in mind when declaring support for a candidate.

Current Student Officers wishing to support and actively campaign for another candidate must declare this and take leave or time off in lieu to do so for the duration of the voting period. Student Officers may take leave before the voting period for campaigning purposes, but this must be taken from the time Student Officers wish to start actively campaigning until the close of voting.

Current Student Officers wishing to support and actively campaign for another candidate must not campaign during or outside of working hours unless leave or time off in lieu has been taken.

Current Student Officers wishing to declare support for a candidate but who do not wish to actively campaign for that candidate do not have to take leave, but they must not actively campaign for the candidate. It is advisable, to protect both Student Officers and the candidates they support, for a Student Officer to take leave if they wish to support a candidate in the elections for the duration of the voting period.

All complaints about this process not being adhered to will be taken very seriously and investigated. This could affect the candidate(s) position in the election. If you have any questions about the process, or elections in general, please contact Lucy Smith at l.smith@leedstrinity.ac.uk

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| Candidate You Are Supporting |  |
| Position |  |
| Reason for Support: |

By signing this form you are confirming that you have the interests of the membership in mind when declaring support for a candidate.

Officer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_       Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_