

15 November 2021

Dear Parent

**SCHOOL GOVERNING BODY - PARENT GOVERNOR ELECTION**

There is a vacancy for a parent governor on the school's governing body. The term of office will be 4 years from the date of appointment.

The governing body plays a vital part in shaping the school's vision and strategic direction, offering support and challenge, setting priorities and managing its resources. Parent governors bring a valuable perspective and make an important contribution to this.

Governing bodies have three core functions:

- Ensuring clarity of the school's vision, ethos and strategic direction;
- Holding the headteacher to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed; the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. Training is available for all governors, and this governing body has an expectation that those new to being a governor will take up induction training.

I am therefore writing to invite you either to nominate yourself or to nominate another parent/carer to fill the vacancy. A nomination form is enclosed (additional forms are available from the school office). If you would like to nominate, please return the completed form to the school by **Monday 29 November**.

Any person nominated must be a parent or carer of a currently registered pupil at the school.

Please note that you are not eligible to be a parent governor if you are:

- a) an elected member of the Local Authority; and/or
- b) paid to work at the school for more than 500 hours in any twelve month period.

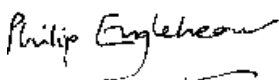
No-one may propose and/or second more than one nomination. Those nominated are invited to give on the form some brief biographical details that can be included in the voting paper if a ballot turns out to be needed.

There are certain circumstances that disqualify individuals from holding office as governors (listed overleaf). Please take a moment to read these.

If only one nomination is received, then that person will be elected unopposed. If there are two or more nominations, the election will be by ballot. If that is needed, voting papers will be sent to you together with details about the ballot procedure.

If the vacancy is not filled by election, then the governing body will have the opportunity to do so by making a direct appointment.

Yours sincerely



Clerk to the Governors

/overleaf

*Continued/*

**Under the terms of the School Governance (Constitution) (England) Regulations 2012, a person is disqualified from holding office as a school governor if that person:**

- is the subject of a bankruptcy restrictions order or an interim order, debt relief restrictions order, an interim debt relief restrictions order or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced
- is subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986, a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989, a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002, or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order)
- has been removed from the office of charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body
- is included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people
- is barred from any regulated activity relating to children
- is subject to a direction of the Secretary of State under section 128 of the Education and Skills Act 2008
- is disqualified from working with children or from registering for child-minding or providing day care
- is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
- has been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor
- has received a prison sentence of two years or more in the 20 years before becoming a governor
- has at any time received a prison sentence of five years or more
- has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor
- refuses a request by the clerk to make an application to the Disclosure and Barring Service (DBS) for a criminal records certificate.