

## Federation of Pinvin CE First School and St. Nicholas CE Middle School, Pinvin

Dear Parent/Carer

### SCHOOL GOVERNING BODY - PARENT GOVERNOR ELECTIONS

There is one vacancy for a parent governor on the school's governing body **with effect from 16.3.19**. The term of office is 4 years.

The governing body plays a significant part in the development and running of the school and parent governors play an important role as members helping to form policy, set priorities and manage the budget. Governors do not get involved in the day to day running of the school. That is the responsibility of our Executive Headteacher Stephen Payne, and school staff. Governor's deal with the strategic aspects of school management, focussing particularly on three core functions:

- ensuring clarity of 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

Candidates must be able to work as part of a team and possess skills which enhance effective governance and will contribute to the success of the school. No specific qualifications are necessary but parents who bring recruitment, marketing/advertising and project management expertise are particularly suited to the role. Most important however, is a keen interest and a willingness to play an active part in the life of and have an understanding of our church school.

The governing body and its sub-committees each meet 4/5 times annually for around 2 1/2 hours. Governors otherwise keep in touch with school and colleagues via visits and email. New Governors are provided with free induction training which they are expected to attend. All candidates wishing to express an interest are invited to meet with the EHT or Chair of Governors prior to submitting a nomination form to gain an enhanced understanding of the likely commitment. Candidates should request this via the school office.

A nomination form is enclosed (additional forms are available from the school office). If you would like to nominate yourself or another parent (after consultation with them), please return the completed form to school **by the end of the school day on Friday 15<sup>th</sup> March 2019**

The person nominated must be a parent of a registered pupil at the school on **15.3.19**. Please note that you are not eligible to be a parent governor if you are:

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

No parent may propose and/or second more nominations than there are vacancies. Parents being nominated are invited to give on the nomination form some brief biographical details suitable for inclusion in the voting paper. Under the terms of the School Governance (Constitution) (England) Regulations 2012, there are certain circumstances whereby individuals are disqualified from holding office and these are detailed below.

If the number of nominations received is the same as, or fewer than, the number of vacancies to be filled then those nominated will be elected unopposed. If all the vacancies are not filled in this way the governing body will have the opportunity to appoint parent governors to the vacancy. If there are more nominations than vacancies the election will be by ballot. If that is necessary voting papers will be sent to you together with details about the ballot procedure.

Yours sincerely

Sara Marklew

Clerk to the Governors.

**Under the terms of the School Governance (Constitution) (England) Regulations 2012, a person is disqualified from holding office 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 Criminal Records Bureau for a criminal records certificate.

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**ELECTION OF PARENT GOVERNOR NOMINATION FORM**

Name of Nominee.....

Address.....

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Tel..... Email address.....

Signature of nominee..... Date.....

Confirming willingness to stand

The above named parent has a child registered at the school, is willing to serve if elected, and I would like to nominate him/her for appointment as a parent governor of the school. **(Not required in the case of self-nomination).**

Nominated by..... Date.....

Signature and address

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Seconded by..... Date.....

Signature and address

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**Information about the nominee which he/she would like printing on the voting papers.**

Completed nomination forms must be returned to school **by the end of the school day on 15.3.19**