

Dear Parents and Carers,

## **ELECTION OF PARENT GOVERNORS: NOMINATIONS**

There is currently **one vacancy for parent governors** to serve on the Governing body of our fabulous school - Brinkworth Earl Danby's Church of England Primary School.

Parent governors are self-nominated or where there are more nominations than posts, elected through a ballot by parents.

Governors are absolutely vital to the strategic development of the school. The School Leadership Team are very keen to encourage parents of registered pupils to nominate themselves to fill the vacancies. Details of the nomination process are provided at the back of this letter.

Within the Brinkworth Earl Danby's C of E Primary School, the Full Governing Board has responsibility for maintaining the culture and ethos of the school, approving budgets, monitoring and raising academic performance standards, auditing safeguarding procedures, recruiting teaching staff, estate management and acting as a critical friend to the School and Head Teacher. Governing bodies are accountable for their decision making.

As a Governor you are part of a team of people with shared responsibility. You do not have to be an expert on education to be a school governor. The role seeks a parent's experience and perspective in the running of the governing body to enhance the strategic direction of the school. Successful candidates will be provided with relevant training through the Local Authority and the school once they are in position. You will need to set aside time to be able to be an effective governor: time to prepare for meetings, for visiting the school, undertaking training and updating.

If you join our governing body, you can serve for a four-year term. You can continue to the conclusion of this term of office even if your child/children leave the school. Being a governor is a commitment of time. There are eleven Full Governing Board meetings each year, and governors also provide some assistance to committees which feed into the Full Governing Board.

To find out more about the role of school governor at this school, or just to ask some questions, you can contact me via the school at the following email address: [governors@brinkwortheardanbys.wilts.sch.uk](mailto:governors@brinkwortheardanbys.wilts.sch.uk) Please also feel free to chat to any member of our governing body. We are all very willing to answer any questions you may have. Our names and profiles are on the school website.

If you would like to put yourself forward as a candidate, you can do so on the attached nomination form via either school office, or the form can be signed, scanned and emailed to [governors@brinkwortheardanbys.wilts.sch.uk](mailto:governors@brinkwortheardanbys.wilts.sch.uk)

If there are more self-nominations than vacancies, an election will take place. The arrangements for this will be published closer to the time if necessary.

## **Who can be a parent governor?**

All parents and carers of pupils registered at the school can stand for election as a parent governor provided that they are over the age of 18.

“Parent” is defined as including “any individual who has or has had parental responsibility for, or cares or has cared for, a child or young person under the age of 18”. It includes a person who the child lives with and who looks after the child, irrespective of what their relationship is with the child. This must be someone involved in the full-time care of the child on a settled basis.

In order to be eligible to stand for election, on the date of election or appointment, parent governors:

- Must not be elected members of the local authority (councillors) and
- Must not be employed for the school for more than 500 hours per year.

There are some circumstances that disqualify an individual from serving as a school governor, please read the list of disqualifications (second page of form PG/2)

## **How to nominate yourself**

If you would like to put your name forward, complete the nomination form and write a brief personal statement (150 words maximum) to support your nomination. The statements of all candidates will be typed in a standard format and circulated to all parents with ballot papers.

- If the number of nominations is the same as or less than the number of vacancies, all candidates will be elected unopposed.
- If there are more nominations than vacancies, an election will take place.

## **QUALIFICATIONS AND DISQUALIFICATIONS**

Schedule 4 of The School Governance (Constitution) Regulations 2012 covers the qualifications and disqualifications of governors.

A governor must be aged 18 or over at the time of his or her election or appointment and cannot be a registered pupil at the school. A person cannot hold more than one governorship at the same school.

A person is disqualified from holding or from continuing to hold office as a governor or associate member if he or she:

- fails to attend the governing body meetings – without the consent of the governing body – for a continuous period of six months, beginning with the date of the first meeting missed

(not applicable to ex officio governors);

- is subject to a bankruptcy restriction order or an interim order;
- has had his or her estate sequestrated and the sequestration order has not been discharged, annulled or reduced;

- is subject to:
  - i) a disqualification order or disqualification undertaking under the Company Directors Act 1986.
  - ii) a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989.
  - iii) a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002.
  - iv) an order made under Section 492(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order).
- has been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of anybody;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children;
- is disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
- is disqualified from registration for childminding or providing day care;
- is disqualified from registration under Part 3 of the Childcare Act 2006;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (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-and-a-half 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 to allow an application to the Disclosure Barring Services (DBS) for a criminal records certificate.