

GLENDALE INFANT SCHOOL



15th November 2019

Dear Parent/Carer,

ELECTION OF PARENT GOVERNORS

You are invited to stand for election as a Parent Governor, or nominate another parent to do so. There is currently 1 vacancy, who will serve on the Governing Board for 4 years. Although no qualifications are required to become a Governor, we are particularly keen to encourage parents with the following skills to stand for election; analysis of data, team work, premises management, health and safety. Training is available to all Governors and the Board has an expectation that new Governors attend a free induction training session.

The Governing Board has three core strategic 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.

Any parent/carer seeking to be elected as a Parent Governor should be willing to undertake a disclosure from the Disclosure and Barring Service. If a parent/carer refuses to undertake such a disclosure then they will be ineligible to stand for election to the governing Board.

If you would like to stand for election, nomination forms are available from the office and must be returned to the school no later than 11.30am, on Friday 29th November 2019. Should 1 nomination be received by the official closing date, the candidate will be duly elected unopposed. In the event of there being 2 or more nominations an Election will take place between Tuesday 3rd December and Friday 13th December. Information on voting arrangements will be sent to you at a later date. Please note that you should not participate in more nominations than there are vacancies. Each nomination requires two proposers.

Parents/Carers who have paid employment in the school for 500 hours or more per academic year or who have previously been disqualified as an elected parent Governor are not eligible to stand in Parent Governor Elections.

Please acknowledge receipt of this letter by returning the slip below.

Yours sincerely,

Headteacher, Glendale Infant School

I, the undersigned, being a Parent/Carer of Glendale Infant School, acknowledge receipt of your recent letter concerning the election of Parent Governors.

Signed: _____

Date: _____

Being a Governor

Anyone can become a Governor as long as the following eligibility criteria are met:

- **I am** aged 18 or over at the date of this election or appointment;
- **I do not** already hold a governorship of the same school in another category;
- **I agree to** undertaking a Disclosure & Barring Service (DBS) check.
- **I am not** included in the list kept under Section 1 of the protection of Children Act 1999 or subject to a direction by the Secretary of State, barred from regulated activity relating to children in accordance with section 3 (2) of the Safeguarding Vulnerable Groups Act 2006, disqualified from working with children under the Criminal Justice and Court Services Act 2000 or disqualified from registration under Part 3 of the Childcare Act 2006.
- **I am not** a bankrupt or subject to a disqualification order under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986;
- **I have not** been removed from the office of a charity trustee or trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement or, under section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 2005, from being concerned in the management or control of any body;
- **I am not** disqualified from being the proprietor of any independent school or from being a teacher or other employee of the Secretary of State;
- **I have not**, in the five years prior to becoming a Governor, received a sentence of imprisonment, suspended or otherwise, for a period of three months or more without the option of a fine;
- **I have not**, in the twenty years prior to becoming a Governor, been convicted as aforesaid of any offence and had passed on me a sentence of imprisonment for a period of two and a half years or more;
- **I have not**, at any time, had passed on me a sentence of imprisonment for a period of five years or more;
- **I have not** been fined, in the five years prior to becoming a Governor, for causing a nuisance or disturbance on school or education premises;
- **I have not been** disqualified as a Foundation, Authority, Co-opted or Partnership Governor for non-attendance at meetings in the last 12 months at this school
- **I have not** been disqualified as an elected Parent or Staff Governor of a school in the last five years.
- **Parent Governors only - I am not** an elected member of the Local Authority; or paid to work at the school for more than 500 hours in any 12 consecutive months.

This is a summary of the relevant Regulations, which have legal force. If you are already a Governor and any of the above apply you should tell the Clerk of the Governing Board. A newly appointed Governor will be asked to make a disclosure to

Becoming a Governor

the Disclosure and Barring Service who would identify any criminal offences which apply. The same provisions apply to Associate Members of Governing Board committees.

This is a simplified summary of the School Governance (Constitution) (England) Regulations 2012, The School Governance (Constitution and Federations) (England) (Amendment) Regulations and amendments (2017) and is not an interpretation of the law. Anyone seeking clarification of any of these provisions should contact the Governor Support Service in the first instance.