

30<sup>th</sup> September 2019

Dear Parent/Carer

## **PARENT GOVERNOR ELECTION**

I am writing to you to invite you to stand for election as a parent governor to sit on the Local Governing Board of The Dean Academy or nominate another parent to do so. In our school we have provision for up to 5 parent governors and there are currently 2 vacancies.

Governors do not run the school day to day, as their role is at the strategic level in the school. You do not have to be an expert on education to be a school governor. Your role would be as a typical parent bringing a parent's perspective to the running of the governing body and the school. We value the experience that all governors bring to the role. The governing board's key functions are to:

- help to set the aims and objectives for the school
- monitor and evaluate the progress the school is making towards achievement of its aims and objectives
- be a source of challenge and support to the Headteacher (a critical friend)

No special qualifications are needed and the most important thing is to have enthusiasm, commitment to the education of all our students, a willingness to support and challenge and the availability to come into school during the day from time to time and attend evening meetings once per half term. Training is available for all governors.

Governors serve for a four- year term and you can continue to the end of the term of office even if your child/children leave the school. Being a governor takes up time and the ability to attend meetings is essential. There are six governing body meetings each year, occasionally, there is an additional special meeting. In addition, governors may be asked to sit on a panel or committee. LGB meetings are held on a Monday evening from 6.30 p.m.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year or who are elected members of the Local Authority are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election, please complete the enclosed nomination form and return it to the school no later than 11<sup>th</sup> October 2019. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted, but if you are nominating another parent please seek their prior consent. Should you have any questions please do not hesitate to contact the school.

If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours sincerely



**Michelle Saddington**

Clerk to The Dean Academy LGB

Election of parent governors

Please enter IN BLOCK LETTERS the name and address of the person being nominated for election:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of person nominated: \_\_\_\_\_

Signature of proposer (if different to nominee): \_\_\_\_\_

Name and address in BLOCK letters of proposer (if different to nominee): \_\_\_\_\_

Personal Statement (maximum 250 words)

I wish to submit my nomination for the election of parent governor

I confirm (i) that I am willing to stand as a candidate for election as a parent governor and (ii) that I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations.

Signature: .....

Date: .....

**Completed nomination forms must be returned to the school by 11<sup>th</sup> October 2019**

## **Qualifications and disqualifications to serve as a school governor**

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

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

- is subject to a bankruptcy restrictions order or an interim order, a debt relief restrictions order, an interim debt relief restrictions order or their estate has been sequestered 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
  - an order made under section 429(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 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 5 years before becoming a governor or since becoming a governor
- has received a prison sentence of 2 years or more in the 20 years before becoming a governor
- has at any time received a prison sentence of 5 years or more;
- has been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor
- refuses a request by the clerk to apply to the Disclosure and Barring Service for a criminal records check
- has been disqualified from holding office as a governor of this school due to failure to attend governing body meetings for a continuous period of six months