



Tuesday 23rd November 2021

Dear Parent/Carer,

PARENT GOVERNOR ELECTION

I am writing to you to invite you to stand for election as a parent governor, or nominate another parent to do so. In our school we have provision for up to 8 governors and there are currently only 5.

The Local Governing Body is a Committee of the Board of Directors and has delegated decision making powers in accordance with the Scheme of Delegation. The Local Governing Body is held to account for the performance of the school by the Board of Directors. The Local Governing body will have the opportunity to scrutinise Trust spending and will be consulted in setting the annual Trust finance contribution.

No special qualifications are needed and 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. However, we would particularly welcome nominations from parents with the following skills:

- Financial management and/or accounting
- Fundraising and charity work
- Health and Safety
- Buildings and premises management, project management
- Safeguarding
- Environmental Issues, sustainability

Training is available for all governors and this board of governors has an expectation that those new to being a governor attend induction training.

Overleaf summarises the circumstances under which someone cannot serve as a governor. 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 request an electronic application form and job description from or collect a paper application form and job description from Sam Piper at the main school entrance. All application forms will need to be returned no later than Wednesday 8th December.

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 faithfully,
Lucy Mardling

Returning Officer

Qualifications and Disqualifications to Serve as A School Governor

I declare that I am not disqualified from serving as a school Trustee and that:

- **I am** aged 18 or over at the date of this election or appointment.
- **I am not** liable to be detained under the mental health act 1983.
- **I am not** bankrupt or subject to a disqualification order under the Company Director's Disqualification Act 1986 or to an order made under section 429(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 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 1990, from being concerned in the management or control of any body.
- **I am not** included in the list (Barred List) of teachers and workers with children or young persons whose employment is prohibited or restricted.
- **I am not** disqualified from being the proprietor of an independent school or from being a teacher or other employee in any school.
- **I am not** disqualified from working with children.
- **I have not** in the last five years received a sentence of imprisonment, suspended or otherwise, for a period of not less than three months without the option of a fine.
- **I have not** in the last twenty years been convicted of any offence and had passed on me a sentence of imprisonment of not less than two and a half years.
- **I have not** at any time had passed on me a sentence of imprisonment of not less than five years.
- **I have not** in the last five years, been fined for causing a nuisance or disturbance on education premises.
- **I am not** subject to a disqualification order under the Criminal Justice and Court Services Act 2000.