

## **Nominations for governor Ellenbrook Community Primary School**

6<sup>th</sup> March 2018

Dear Parents



### **ELECTION OF PARENT GOVERNORS**

There is a vacancy on the governing body for one Parent Governor. Any parent with a child on the register of this school (including the nursery) may stand as a candidate by completing the enclosed form and returning it to me by the date shown. You may nominate up to the number of vacancies available. You may nominate yourself if you wish.

Governors play an important role in supporting the school and in making decisions about the service provided for your children. For example, they are responsible for:

<ul style="list-style-type: none"><li>• helping to establish the aims and policies of the school and how the standards of education can be improved;</li></ul>	<ul style="list-style-type: none"><li>• helping to draw up the school development plan;</li></ul>
<ul style="list-style-type: none"><li>• helping to decide how to spend the school's budget;</li></ul>	<ul style="list-style-type: none"><li>• selecting the Headteacher/Deputy Headteacher/SLT;</li></ul>
<ul style="list-style-type: none"><li>• the appointment, promotion, support and discipline of staff;</li></ul>	<ul style="list-style-type: none"><li>• linking the local community with the school;</li></ul>
<ul style="list-style-type: none"><li>• drawing up an action plan after an OFSTED inspection and monitoring how it is put into practice.</li></ul>	

All of these tasks are shared between members of the Governing Body.

It is essential that parents be fully represented on the governing body so I do ask you to consider this matter very carefully. You do not need to be an "expert" in education and you will receive support from other governors. Training is offered to help you understand your role and responsibilities but it is not compulsory.

The term of office for parent governors is 4 years but you may resign at any time. Even if your child leaves the school you will be able to complete your term of office if you wish.

**Please use the attached nomination form which should be returned to Mrs Parkins at school no later than Friday 16<sup>th</sup> March 2018.**

If we receive more nominations than parent governor vacancies, then it will be necessary to hold an election by ballot so that all of our parents can choose who will represent them on the governing body.

There are some circumstances that make people unable to be considered as school governors. These are shown on the reverse of, or attached to, the nomination form.

Yours sincerely

Mrs Wendy Parkins  
Returning Officer.


**PLEASE NOTE:** You will be asked to complete a disclosure form about your eligibility to become a school governor as part of the school's Child Protection procedures.

**ELLENBROOK COMMUNITY PRIMARY SCHOOL PARENT GOVERNOR – NOMINATION FORM**


Before completing this nomination form you should take note of the “Disqualifications” which prevent people from holding governorships attached/on the reverse of this form.

The Returning Officer will be able to provide you with further information if you require it.

**a) Please complete this section if you wish to nominate yourself.**

<p>I wish to nominate myself as a Parent Governor:</p> <p>Name: .....</p> <p>Address: .....</p> <p>.....</p> <p>The name of my child is (please provide full name):</p> <p>.....</p> <p>Signed: .....</p>	
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**b) Please complete this section if you wish to nominate someone else.**

<p>I wish to nominate the person named below as a candidate for Parent Governor.</p> <p>Name of parent nominated: ..... (Please supply full first name and surname)</p> <p>Address: .....</p> <p>.....Telephone No.:.....</p> <p>I have approached the person I have nominated and he/she is willing to stand for election and has signed below:</p> <p>I have read the notes on disqualification and I am eligible to stand.</p> <p>Signature of person nominated: .....</p> <p>The name of my nominee’s child is (full name of child): .....</p> <p>My name is: .....</p> <p>My address is: .....</p> <p>Signature of the person making the nomination: .....</p>	
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**PLEASE NOTE:**

To be valid, the completed nomination form must reach the Returning Officer by Friday 16<sup>th</sup> March

In this election the Returning Officer is Mrs Wendy Parkins.

PLEASE NOTE: You will be asked to complete a disclosure form about your eligibility to become a school governor as part of the school’s Child Protection procedures.

## Qualifications and disqualifications as a school governor

A school governor must;

1. be aged 18 or over at the date of this election or appointment;
2. not already hold a governorship of the same school;
3. not be liable to be detained under the Mental Health Act 1983;
4. not be 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;
5. 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 1990, from being concerned in the management or control of any body;
6. not be included in the list (List 99) of teachers and workers with children or young persons whose employment is prohibited or restricted;
7. not be disqualified from being the proprietor of any independent school or from being a teacher or other employee in any school;
8. not have been, in the five years prior to becoming a governor, received a sentence of imprisonment, suspended or otherwise, for a period of not less than three months without the option of a fine;
9. not have been, in the twenty years prior to becoming a governor, been convicted as aforesaid of any offence and has had passed on them a sentence of imprisonment for a period of not less than two and half years;
10. not, at any time, had passed on them a sentence of imprisonment for a period of not less than five years;
11. not have been fined, in the five years prior to becoming a governor, for causing a nuisance or disturbance on education premises;
12. not be subject to a disqualification order under the Criminal Justice and Court Services Act 2000.
13. agree to make an application for a criminal records certificate when requested by the Clerk to the Governing Body to do so.