

February 2019

Our Ref: GSh.JD.3625
Your Ref:

Dear Parent,

Re: Parent Governor Elections

We currently have a vacancy for a Parent Governor, on the joint Local Academy Governing Board (LAGB) of Church Hill and Abbeywood, and the Central RSA Academies Trust is seeking nominations for an enthusiastic and committed parent or carer to join the current governors.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing board is aware of the views of parents and the local community. There is no particular qualification required for the role. The term of office for parent governors is four years.

The core functions of the LAGB are to support the schools, ensure that all pupils receive a high-quality education and plan for future development and improvement.

Governors currently meet as a board five times a year. Meetings take place at one of the two schools and usually start at 5.30pm. There are no committee meetings however there may be additional meetings or monitoring visits scheduled throughout the year that focus on a particular item such as results or individual governor's areas of remit. If needed, additional meetings will be planned in advance and, unless there are extraordinary circumstances, seven days' notice will be given. Governors are also encouraged to support school events, where possible; although we strive to maintain the work-life balance of all governors, including parent governors.

We offer new governors a comprehensive and supportive induction, and each new governor is assigned a mentor. Full training for the role is also available.

If you are interested in this role, self-nomination is acceptable; please forward your nomination to me by 28th February 2019 either by post at:

Jane Dominese
Head of Corporate Services
Central RSA Academies Trust
141-143 Assay Studios
Newhall Street
Birmingham
B3 1SF

Or by email at: jdominese@centralsaacademies.co.uk

In nominating yourself you need to be aware that there are no financial liabilities for this role.

If you are nominating another parent for the role of parent governor, please ensure you are nominating the person you believe has the skills and commitment to undertake the role. They need to be someone you trust to represent the views of parents and carers when working with other governors, the Executive Headteacher and the Heads of School, to promote high standards and strategically develop the school.

The parent governor's role is not to represent individual parent's views. Confidentiality is a vital aspect of the role.

Should there be more than one nominee, a ballot will be held with all parents having an equal vote. Voting papers will be sent out by post should this situation arise.

Please do not hesitate to contact me either by email at: jdominese@centralrsaacademies.co.uk or by telephone on: 0121 270 3117 if you have any questions or would like to discuss the vacancy further.

Yours sincerely,



Jane Dominese
Head of Corporate Services

PARENT GOVERNOR NOMINATION FORM

Please complete section one for self-nomination and refer to the information on the reverse of this form to make yourself aware of the circumstances that a person may not be permitted to stand for the role of school governor. If you are nominating someone other than yourself, please complete section two of this form, reviewing the reverse of this page to ensure that the individual in mind is suitable for the position

Section one – self nomination

I wish to nominate myself for the role of parent governor at Abbeywood and Church Hill Joint LAGB I have read the information on disqualification and confirm that I am eligible to stand for election.	
Name:	
Email address:	
Child's name:	
Child's class:	
Signature:	

Section two – nominating someone else

I wish to nominate another parent for the role of parent governor at Abbeywood and Church Hill Joint LAGB. I confirm that I have informed the parent of my intention to nominate them and they are willing to be nominated for election.	
Nominee's details	
Name:	
Email address:	
Child's name:	
Child's class:	
Signature:	
Person being nominated	
Name:	
Email address:	
Name of child:	
Child's class:	
Signature:	I have read the information on disqualification and confirm I am eligible to stand for election.

Disqualification from holding or continuing to hold office as a governor of a school

[The School Governance \(Constitution\) \(England\) Regulations \(2012\) Schedule 4](#) states that a person is disqualified from holding or continuing to hold office as a governor of a school if, in summary, that person:

- Is under 18 years of age.
- Is a registered pupil of the school.
- Is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief order; an interim debt relief order; or their estate has been sequestrated 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 the Companies (Northern Ireland) Order 2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
- Has been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- Has been removed from office as an elected governor within the last five years.
- Is included in the list of people 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 142 of the Education Act 2002 or 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.
- Subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a governor or since becoming a governor.
- Subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a governor.
- Subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more.
- Has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor.
- Refuses a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.
- A person is disqualified from election or appointment as a parent governor of a school if the person
 - (a) is an elected member of the local authority; or
 - (b) is paid to work at the school for more than 500 hours in any twelve consecutive months