



NEIGHT HILL
HIMBLETON
DROITWICH
WORCS.
WR9 7LE

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HEADTEACHER: Mrs Gemma Martin

Monday 7th October 2019

Dear Parents/Carers,

We have one vacancy for a parent governor; the term of office is 4 years. The governing body plays a significant part in the development and running of the school and as such, parent governors play an important role as members of the governing body helping to form policy, set priorities and manage the budget.

Governing bodies have 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;
- Overseeing the financial performance of the school and making sure its money is well spent.

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

I am therefore writing to invite you either to nominate yourself or to nominate a parent to fill the vacancy. A nomination form is enclosed (additional forms available from the School Office). If you would like to nominate someone please return the completed form to school by **Friday 25th October 2019**. The person nominated must be a parent of a registered pupil at the school on 5th November 2019.

Please note that you are not eligible to be a parent governor if you are:

- a) An elected member of the Local Authority
- b) Paid to work at the school for more than 500 hours in any twelve month period.

No parent may propose and/or second more nominations than there are vacancies. Parents being nominated are invited to give on the nomination form some brief biographical details suitable for inclusion in the voting paper.

Under the terms of the School Governance (Constitution) (England) Regulations 2012, there are certain circumstances whereby individuals are disqualified from holding office and those are detailed overleaf.

If the number of nominations received is the same, or fewer than, the number of vacancies to be filled then those nominated will be elected unopposed. If the vacancy is not filled in this way, the governing body will have the opportunity to appoint a parent governor to the vacancy. If there are more nominations than vacancies the election will be by ballot. If that is necessary voting papers will be sent to you together with details about the ballot procedure.

Yours sincerely,

Gemma Martin

Under the terms of the School Governance (Constitution) (England) Regulations 2012, a person is disqualified from holding office if that person:

- is the subject of a bankruptcy restrictions order or an interim order, debt relief restrictions order, an interim debt relief restrictions 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 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, 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 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 five years before becoming a governor or since becoming a governor
- has received a prison sentence of five years or more
- has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor
- refuses a request by the clerk to make an application to the Criminal Record Bureau for a criminal records certificate.

Himbleton CE First School and Nursery

ELECTION OF PARENT GOVERNOR NOMINATION FORM

Name of Nominee:

Address:

Signature of Nominee (confirming willingness to stand):

Date:

The above named parent has a child registered at the school, is willing to serve if elected, and I would like to nominate him/her for appointment as a parent governor of the school. (NOT REQUIRED IN CASE OF SELF-NOMINATION).

Nominated by:

Address of Nominator:

Signature of Nominator:

Date:

Seconded by:

Address of Seconder:

Date:

Personal Statement which he/she would like to be printed on the voting papers (max. 300 words):