



Abbots Ripton Church of England Primary School
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Consultant Headteacher : **Mrs Claire Matthews**
Assistant Headteacher : **Mrs Lorna Blackhurst**

March 2017

Dear Parents

Election of Parent Governors

The governing body of Abbots Ripton Church of England Primary School has **ONE** parent governor vacancy. We are writing to you to ask if you would be interested in becoming a school governor.

Governors are responsible for ensuring the strategic direction of the school, its performance and the use of resources to support learning. They help to ensure that our school provides the best education it can for children, parents and our local community. Our parent governors are very valuable members of the governing body and we rely on them to help us to give a parent's view. They are on the governing body as representative parents, but they are not delegates and other parents cannot mandate them on how they should vote.

Governors do not need to be experts to tackle the range of responsibilities expected of them. Help, advice and training are available from various sources. If you are interested in being part of the team and have time to commit to this role we would like you to consider becoming a parent governor. If you would like more information please contact the school and we can put you in touch with a member of our governing body for an informal chat.

Anyone who has parental responsibility for a pupil on the school roll at the time of the election can self-nominate, stand for election and can vote in the election. A parent who works for the school for 500 hours or more or a parent who is an elected member of the local authority (County Councillor) is not eligible to stand for election but they are permitted to vote. If insufficient parents stand for election the governing body can appoint nominated parents to the governing body. The term of office for a parent governor is four years.

All nominations should be sent in to the school office by **Monday 27th March**. We also need a few words about the candidate and why they would like to be a governor. If you would like extra copies of the nomination forms please contact the school office.

On **Thursday 30th March** we will inform parents about the details of parent governor nominations. If an election is necessary we will send ballot forms home with the children with the names of the candidates and their details. Each parent will have **ONE** vote as there is one vacancy. The ballot is secret and you can send or post the ballot paper back using a double envelope system. (The ballot paper should be sealed in an inner unmarked envelope, which would be sealed in an outer envelope with the name of the voter printed on the back.) The ballot paper can be placed in the ballot box outside the school office. All votes must be in by **Friday 21st April** when they will be counted.

A copy of the rules guiding the election of parent governors and further copies of the nomination form can be obtained from the school office. If you require a copy of this letter in a language other than English or in large print format please contact the school.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'C. Matthews', enclosed in a rectangular box.

Headteacher

A handwritten signature in blue ink, appearing to be 'A. Lorna Blackhurst', enclosed in a rectangular box.

Chair of Governors

Election for a Parent Governor for Abbots Ripton Church of England Primary School

Name:

Child(ren) in Year(s):

I am willing and eligible to stand for election as a parent governor at Abbots Ripton Church of England Primary School

Name of Candidate

Signature

Date

Please set out why you would like to become a school governor (in not more than 200 words). You can include details or relevant experience such as involvement in the local community, experience within an educational setting or in business.

Application and Pre-Appointment Check Form For Governors

The information you give on this form will enable your eligibility to serve as a governor to be established. If you are elected as a governor you will need to undertake a DBS enhanced check. This measure is to ensure the safety of children.

Full name:

Home address:

Postcode:

Home tel:

Work tel:

Email address:

Proof of Identity (please tick)

Driving licence ☐

Passport ☐

Birth certificate ☐

The School Governance (Constitution) (England) Regulations 2012

DECLARATION OF ELIGIBILITY AS A SCHOOL GOVERNOR I declare that I am not disqualified from serving as a school governor and that:

- ☐ **I am** aged 18 or over at the time of this election or appointment
- ☐ **I do not** already hold a governorship of the same school **
- ☐ **I am not** 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 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, or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order)
- ☐ **I have not** 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
- ☐ **I am not** included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people
- ☐ **I am not** barred from any regulated activity relating to children
- ☐ **I am not** subject to a direction of the Secretary of State under section 128 of the Education and Skills Act 2008
- ☐ **I am not** disqualified from working with children or from registering for child-minding or providing day care
- ☐ **I am not** disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
- ☐ **I have not** 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
- ☐ **I have not** received a prison sentence of two years or more in the 20 years before becoming a governor
- ☐ **I have not** at any time received a prison sentence of five years or more
- ☐ **I have not** 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
- ☐ **I have not** refused a request by the clerk to make an application to the Criminal Records Bureau for a criminal records certificate.

**** This does not apply to governors being considered for re-appointment or standing for re-election.**

Name _____

Signature _____ Date _____