



Friday 15th November 2019

Parent Governor Vacancies

Dear Families,

We currently have a vacancy for **two** parent governors and are seeking nominations for enthusiastic and committed Long Lawford Primary School parents or carers to join the governing board.

There are no particular qualifications required for the role but, following an analysis of the results of our skills audit, we have identified skills gaps in the areas of:

- Human Resources - Personnel and Recruitment
- Teaching and Learning Curriculum
- Special Educational Needs
- Monitoring Performance/Data Analysis, Audit
- Safeguarding

and would be particularly keen to receive nominations from people with **professional experience** in any of these areas.

The core functions of the governing board are:

- Ensuring clarity of vision, ethos and strategic direction.
- Holding senior leaders to account for the educational performance of the organisation, its pupils, and the performance management of staff.
- Overseeing the financial performance of the organisation and making sure its money is well spent.

The term of office for all governors is four years.

School Governors make a positive contribution to children's education by offering supportive challenge to help raise standards and monitor resources effectively. Our governors work as a team and come from a range of different backgrounds, with diverse skills and experience. All governors share a common interest of wanting the best possible education for the children of Long Lawford Primary School.

We would be delighted to hear from you if:

- you are interested in the education of children and the performance of the school;
- you are able to consider matter objectively and make informed judgements;
- you are able to challenge decisions and contribute to facilitating change.

When nominating yourself or someone else for the role of parent governor, you are nominating the person you believe has the skills and commitment to undertake the role. You are also nominating someone you trust to represent the views of parents when working with other governors and the headteacher, to promote high standards and strategically develop the school. *The parent governor's role is not to represent individual parents' views or to report back directly to parents.*

If there are more nominations than vacancies, an election will be held and all parents will be sent a voting paper.

If you are interested please contact the school office to request a nomination form, alternatively

a form can be printed from our school website. All nominations should be completed and returned by Friday 13th December 2019 at 3pm. Nominees will be invited to interview, which will take place either immediately before or after Christmas 2019. All nominees will also be subject to references.

Should you have any questions about the role please do not hesitate to contact me; my email address is smyth.s@welearn365.com

Yours sincerely,

Mrs. Sharon Smyth
Chair of Governors at Long Lawford Primary School
Long Lawford Primary School Governing Body



Parent governor nomination form

Please complete section one for self-nomination and refer to the information attached to this form to make yourself aware of the circumstances in which 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 attached information 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 Long Lawford Primary School . 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 **Long Lawford Primary School**. 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.

Please return your nomination form to the school office no later than 3pm on Friday 13 December.

If there are more nominations than vacancies, an election will be held and all parents will be sent a voting paper.



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 anybody;
- 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.