



Oldbury Park Primary School

Oldbury Park Primary School
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Headteacher: Mrs Sarah Boyce

Thursday 11th April 2019

Dear Parents and Carers

SCHOOL GOVERNING BODY - PARENT GOVERNOR ELECTIONS

There is a vacancy for a parent governor on the school's governing body. The term of office is three years although there is no commitment to complete three years.

The governing body plays a significant part in the development and running of the school and parent governors play an important role as members helping to form policy, set priorities and manage the budget. Governors do not get involved in the day to day running of the school. That is the responsibility of Sarah Boyce, the Headteacher, and her staff. Governors deal with the strategic aspects of school management, focussing particularly on three core functions:

- ensuring clarity of vision, ethos and strategic direction;
- holding the Headteacher to account for the educational performance of the school and its pupils; and
- overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed to be a governor however nominations from parents with property/management/personnel skills would be particularly welcome. Most important is a keen interest in the school and a willingness to play an active part in the work of the governing body. As an inclusive school, Oldbury Park celebrates diversity and will welcome all applications. The governing body and its sub-committees each meet four/five times annually for around two hours at each meeting. The meetings are held in school on Friday mornings at 10.30am. Governors otherwise keep in touch with school and colleagues via occasional visits and email. New governors are provided with free induction training which they are expected to attend. They are required to complete a DBS Safeguarding check.

I am therefore writing to invite you either to nominate yourself or to nominate a parent to fill the vacancy. A nomination form is attached (additional forms are available from the school office). If you would like to nominate someone please return the completed form to school by the end of the school day on **Thursday 9th May 2019**.

The person nominated must be a parent of a registered pupil at the school on 9th May. 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 or second more than one nomination. 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 these are detailed below.



If there is more than one nomination received, a ballot will be held. In these circumstances, voting papers will be sent to you together with details about the ballot procedure.

Anyone wishing to know more about the responsibilities of a Governor may, of course, approach Sarah Boyce, the Headteacher or contact Paul Johnson, the Chair of Governors, via the school.

Thank you for taking the time to read this and consider this important aspect of school life

Yours sincerely

Sara Marklew
Clerk to the Governors.

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 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)
- 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 two years or more in the 20 years before becoming a governor
- has at any time 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 Records Bureau for a criminal records certificate.



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ELECTION OF PARENT GOVERNOR NOMINATION FORM

Name of Nominee.....

Address.....

.....

Tel..... Email address.....

Signature of nominee..... Date.....
confirming willingness to stand

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 the case of self-nomination).**

Nominated by..... Date.....

Signature and address

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Seconded by..... Date.....

Signature and address

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Information about the nominee which he / she would like printing on the voting papers.

Please include information about your work (if applicable) and your children at the school. Also, let us know any other skills or interests which may be of interest to the other parents who may have to vote for you. Please use a second sheet if necessary.

Completed nomination forms must be returned to school by the end of the school day on **Thursday 9th May 2019.**

