

13th October 2017

Dear Parent(s)/Guardian(s)

Parent Governor Vacancy

We have one vacancy for parent governor which we need to fill as soon as possible.

The role of the governing board is a strategic one, its key functions are to:

- set the aims and objectives for the school – the school's vision
- set the policies for achieving those aims and objectives – including ensuring that financial resources are used effectively
- set the targets for achieving those aims and objectives – including the Headteacher's objectives
- monitor and evaluate the progress the school is making towards achievement of its aims and objectives
- be a source of challenge and support to the Headteacher (a critical friend)

Further information about the role of parent governor can be found on the school website in the governance section.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the Governing Body is aware of the views of parents and the local community. We are particularly interested in nominations from parents with knowledge of the education system, and knowledge of the local community.

We feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

Training is available for all newly appointed Governors, and there is an expectation that you will attend these induction sessions at the first available opportunity on appointment.

If you think you have the time, skills and expertise to join our Governing Body, please complete the nomination form attached and return to school by **12pm on Friday 3rd November 2017**. You can also email your nomination to governors@holyrosary.staffs.sch.uk. Please put 'Parent Governor Nomination' in the subject. Nominations received after this date will not be accepted. Please provide a statement about why you would like to become a governor in no more than 100 words.

If there are more nominations than vacancies, an election will be held. In this instance, all parents eligible to vote will be sent a voting paper on 6th November, 2017 with the names of each candidate and their statements and be asked to vote. All ballot papers must be returned to school by 12pm on Friday 10th November.

If you have any questions or would like an informal conversation about the role of a governor, you are invited to come into school on Thursday 19th October between 3:30 and 4:00pm to meet with Cecilia Emery – Chair of Governors.

Yours sincerely

Head teacher

To qualify to become a School Governor under The School Governance (Constitution) (England) Regulations 2012 (amended 2017) you must be able to answer yes to all these statements:

1. **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;
2. **I am not** 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);
3. **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;
4. **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;
5. **I am not** barred from any regulated activity relating to children;
6. **I am not** disqualified from working with children or from registering for childminding or providing day care;
7. **I am not** disqualified from being an independent school proprietor, teacher or employee by the Secretary of State;
8. **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;
9. **I have not** received a prison sentence of two years or more in the 20 years before becoming a governor;
10. **I have not** at any time received a prison sentence of five years or more;
11. **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
12. **I have not /will not** refuse a request by the clerk to make an application to the Criminal Records Bureau for a criminal records certificate.

Please note that you cannot be a Governor if you meet one or more of the following criteria:

- You are under 18 at the time of your election or appointment or you are a registered pupil at the school; or
- You are *already* a governor of a different category at the *same* school; or
- You have been detained under the Mental Health Act 1983 during your period of office; or
- You have failed to attend governing body meetings, without the consent of the governing body, for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex-officio governors); or
- A person is disqualified from holding or continuing to hold office as a governor of a school until the date immediately after the fifth anniversary of the date of their removal as an elected parent or staff governor under these Regulations.”;

Nominee: please sign below to confirm that you are not disqualified from serving as a school governor:

Signed:

Date:

Holy Rosary Catholic Primary School

Appointment of Parent Governor - Nomination Form

Name:

Address:

Telephone No:

Name of School:

**Name(s) of
Child(ren) and
Class(es):**

Candidate Information:

Please state, **as briefly as possible**, the contribution you feel you could make to the governing body.

Name of parent proposing the nomination:

(Print)

(Sign)

Name of parent seconding the nomination:

(Print)

(Sign)

Please return this form to the school office no later than midday 3rd November 2017