

Jefferies Avenue
Swindon
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26 November 2022

Dear parent(s)/carer(s),

I am writing to inform you of a vacancy for the role of parent governor on our governing board.

The role of the governing board

The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance.

The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

The role of a parent governor

As a parent governor, you'll work with the board to make sure it effectively carries out the duties referred to above. You'll also play a vital role in bringing a **parental perspective** to the governing board, but you're not there to speak 'on behalf' of the parent body.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to make sure the governing board delivers effective governance

Expectations of governors

You will be expected to:

- Attend 6 meeting per school year (once per term)
- Maintain confidentiality
- Commit to training
- Visiting the school
- The term of office is 4 years, but you can leave at any time.

How to apply

If you wish to stand for election as a Parent Governor, it is necessary for you to be proposed by a parent, guardian or foster carer of a pupil registered at the school and to be seconded by another parent, guardian or foster carer of a pupil registered at the school. The proposer and seconder should indicate their support for you by signing the nomination form (Form PG2). All nominations should be returned to the school office by **Monday 31 October 2022**. If you are unable to print the nomination form then please ask me and I will happy to print one for you.

Please include some detail about yourself and why you would like to become a governor (no more than five hundred words) to support your nomination. This will be used if there is a need for an election by secret ballot. This will only take place if there are more nominations than there are vacancies.

There are some circumstances that disqualify an individual from serving as a school governor and these have been attached. Please ensure that you read through these and sign to confirm that none of them apply to you. If you are unable to print the disqualification form please ask me and I will happy to print one for you.

Yours sincerely



Sandra Backhouse
Clerk to Governors
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DL: 01793 312259P



Form PG1A - Please print and sign – or ask the Clerk for a copy

DISQUALIFICATIONS from serving as a governor as per Articles of Association (article 69)

No person shall be qualified to be a governor unless they are aged 18 or over at the date of their election or appointment. No current pupil of any of the Academies shall be a governor.

A governor shall cease to hold office if they become incapable by reason of illness or injury of managing or administering their own affairs.

A governor shall cease to hold office if they are absent without the permission of the LGB from all their meetings held within a period of six months and the Trustees resolve that their office be vacated.

A person shall be disqualified from holding or continuing to hold office as a governor if

- a. they have been declared bankrupt and/or their estate has been seized from their possession for the benefit of their creditors and the declaration or seizure has not been discharged, annulled or reduced; or
- b. they are the subject of a bankruptcy restrictions order or an interim order.

A person shall be disqualified from holding or continuing to hold office as a governor at any time when they are subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).

A governor shall cease to hold office if they cease to be a governor by virtue of any provision in the Companies Act 2006, is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

A person shall be disqualified from holding or continuing to hold office as a governor if they have been removed from the office of charity trustee or trustee for a charity by an order made

by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which they were responsible or to which they were privy, or which they by their conduct contributed to or facilitated.

A person shall be disqualified from holding or continuing to hold office as a governor where they have, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011.

After the first Academy has opened, a person shall be disqualified from holding or continuing to hold office as a governor if they have not provided to the chair of the LGB a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997. In the event that the certificate discloses any information which would in the opinion of either the chair or the Chief Executive Officer confirm their unsuitability to work with children that person shall be disqualified. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Secretary of State to determine the matter. The determination of the Secretary of State shall be final.

Where, by virtue of these Articles a person becomes disqualified from holding, or continuing to hold office as a governor; and he is, or is proposed, to become such a governor, he shall upon becoming so disqualified give written notice of that fact to the governance professional.

I confirm that I have read the disqualification and none apply to me:

Name:

Date:.....

Signature



Form PG 2 - Please Print and complete or ask the Clerk for a copy

SCHOOL: _____

NOMINEE: I, (names in full) _____

of (address, including postcode) _____

Telephone Number: _____

Email Address: _____

would be prepared to stand as a candidate in the election for Parent Governor(s) to serve on the Local Governing Body of the above named school. I have noted the disqualifications, none of which apply to me. I am a parent/guardian/Foster Carer of the following pupil(s) who are registered at the school:

Name/s: _____

Tutor Group: _____

Signed: _____ Date: _____

PROPOSED BY: (full name) _____

Parent/Guardian of: (name(s) of pupil(s)) _____

Class/Form/Tutor Group _____

Signed: _____ Date: _____

SECONDED BY: (full name) _____

Parent/Guardian of: (name(s) of pupil(s)) _____

Class/Form/Tutor Group _____

Signed: _____ Date: _____

This form should be returned to the school office by **MONDAY 31 OCTOBER 2022**



Your details will be given to other parties where it is necessary to comply with statutory duty or where the Local Governing Body have entered into a contractual agreement for support to be provided to individuals involved with the LGB. Full details are in the Schools Privacy notice for Member, Trustees, Governors and Governance Professionals which can be found on the Blue Kite Academy Trust Website: <https://bluekitetrust.org.uk/governance/>.

