



## **Pensby High School**

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Headteacher: Mr K Flanagan

28 September 2017

Dear Parent/Carer

### **NOMINATION FOR PARENT GOVERNOR**

Parents play a very important role on our Governing Body and are a vital part of our team, helping the school to meet the needs of the children and the community we serve. The Governing Body is composed of 2 parent governors, 2 staff governors including myself, 1 governor appointed by the Local Authority and 7 co-opted governors. All governors, including parent governors, are equally valued for their contribution to the life of the school.

Parent governors are elected by all parents and there is now a vacancy for 1 parent governor. The term of office of all governors, except myself, is four years but they can resign at any time. Parent governors may serve the full term even if their child has left the school. Training and support is available to all governors so parents should not feel that they do not have the necessary expertise or knowledge to carry out the role effectively. Further information regarding the role of governors may be found on the governors section of the school website.

School governors have important responsibilities for the overall conduct of the school and clearly the views of parents are of great value. As a parent/carer of a child in our school you are entitled to stand as a candidate and to vote in an election. If you choose to offer yourself as a candidate to become a parent governor I would request that you telephone the school to arrange an appointment with our Chair of Governors, Mary Draper, to discuss the responsibilities and expectations of school governors by Thursday 12 October. You should then complete the attached nomination form, including the details of a proposer and seconder, and return it to me not later than 4.00 p.m. on Thursday 19 October. You must, of course, obtain the agreement of your nominee. If you return a form I shall sign a receipt for it. Should two parents living in the same household wish to make separate nominations, a further form can be obtained from the school.

If there are more nominations than places on the Governing Body it will be necessary to hold an election. Candidates are invited to supply, in not more than 150 words, a note on their background and interests. In the event of an election being necessary, this information will be available to all parents who are eligible to vote.

All Governors must now have a DBS check carried out by the School and all appointments are dependent upon this. If you would like further advice you could speak to the present parent governors, the Head Teacher or Chair of Governors. For information I have also attached a list of disqualifications from governorship.

Yours sincerely

**Mr K Flanagan**  
Headteacher

## DISQUALIFICATION OF GOVERNORSHIP - WHO CAN BE A GOVERNOR?

A governor must be aged 18 or over at the time of their election or appointment. A person cannot hold more than one governorship at the same school.

A person is disqualified from holding or from continuing to hold office as a governor or associate member if they:

- are detained under the Mental Health Act 1983 during their period of office;
- have failed to attend governing body meetings for a continuous period of six months, beginning with the date of the first meeting missed, without the consent of the governing body (not applicable to ex officio governors);
- are subject to a bankruptcy restriction order or an interim order;
- have had their estate sequestered and the sequestration order has not been discharged, annulled or reduced;
- are subject to:
  - a disqualification order or disqualification undertaking under the Company Directors 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
  - an order made under section 492(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- have been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of any body;
- are included in the list of people considered by the Secretary of State as unsuitable to work with children;
- are disqualified from working with children or subject to a direction under section 142 of the Education Act 2002;
- are disqualified from registration for childminding or providing day care;
- are disqualified from registration under Part 3 of the Childcare Act 2006;
- have received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
- have received a prison sentence of 2½ years or more in the 20 years before becoming a governor;
- have at any time received a prison sentence of 5 years or more;
- have been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since the appointment or election as a governor;
- refuse to allow an application to the Criminal Records Bureau for a criminal records certificate.

A person is disqualified from appointment as a community governor if they are a registered pupil at the school, eligible to be a staff governor at the school, or if they are an elected member of the local authority to which the school belongs.

A person is disqualified from election or appointment as a parent governor of a school if they are an elected member of the local authority or if they work at the school for more than 500 hours in a school year.

**PENSBY HIGH SCHOOL**

**NOMINATION FORM – PARENT GOVERNOR**

Name of Candidate \_\_\_\_\_

Address of Candidate \_\_\_\_\_

Name(s) & Year Group(s) of child(ren) in school \_\_\_\_\_

- I confirm that I am not disqualified under any of the grounds stipulated on the attached list.  
- I hereby declare that I am prepared to offer myself as a candidate for election as parent governor on the  
Governing Body.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Proposer \_\_\_\_\_

Address of Proposer \_\_\_\_\_

Name(s) & Year Group(s) of Child(ren) in school \_\_\_\_\_

Signed: \_\_\_\_\_

Name of Seconder \_\_\_\_\_

Address of Seconder \_\_\_\_\_

Name(s) & Year Group(s) of Child(ren) in school \_\_\_\_\_

Signed: \_\_\_\_\_

**Candidates are invited to submit a note on their background and interests, using the attached sheet.**

**This form must be returned to school by 4.00 p.m. on Thursday 19 October 2017.  
Please obtain a receipt for it.**

