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12th November 2021

Dear Parent or Carer

#### PARENT GOVERNOR ELECTION

There are two vacancies for parent governors on our school's governing body and I am writing to invite nominations to fill these vacancies. Please think about becoming a governor, or encouraging others to volunteer.

Parent governors are welcomed as valued members of the governor team and play an important role; the governing body works together as a group, meeting at least once every half term. Together they are responsible for the strategic direction of the school, promoting high standards of educational achievement and ensuring our resources are used to maximum impact. Life as a governor is interesting and varied and 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 and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training, those new to being a governor are expected to attend induction training. The term of office for parent governors is 4 years. For further information about the role please get in touch with Mrs Molly Marlow, Head Teacher, who will be happy to help.

If you would like to stand for election please complete and sign the enclosed nomination form and return to the school office no later than 12 noon on Friday 26<sup>th</sup> November 2021. If you wish you can include a few details about yourself and why you would like to become a governor (not exceeding 100 words). This will then be circulated to all parents to help them decide who to vote for if an election is required. You do not have to complete this section, but if you don't you may put yourself at a disadvantage if there is an election. An election, by secret ballot, will be held if more nominations are received than the number of vacancies. If an election is needed details of the procedure will be sent to all parents.

Nominations must be from parents or carers with children at the school on the day that nominations close. The details below summarise the disqualification criteria to serve as a governor. Anyone standing for election must certify that he/she is not disqualified for any reason. Parents/carers who have paid employment in the school for 500 hours per academic year or more or who are elected members of the Local Authority are not eligible to stand in these elections.

Yours sincerely

Mrs Molly Marlow

Headteacher

## **Disqualification criteria**

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

- fails to attend the 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);

- is subject to a bankruptcy restriction order, an interim bankruptcy restriction order, a debt relief order or an interim debt relief order;

- has had his or her estate sequestrated and the sequestration order has not been discharged, annulled or reduced;

- is subject to:

- I. a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986

- II. a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989

- III. a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002

- IV. an order made under Section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order);

- has 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;

- is included in the list of people considered by the Secretary of State as unsuitable to work with children;

- is disqualified from working with children or subject to a direction under Section 142 of the