



06/11/2023

Dear Parents

Nominations for parent governors

The governing body of Beardall Fields Primary and Nursery School has a vacancy for a parent governor and is looking for parents who have children at the school. The term 'parent' relates to any person who has 'parental responsibility' as defined by the Section 576 of the Education Act 1996. If you have any queries about your eligibility as a parent, please contact the headteacher for further advice.

We are looking for parents who have the skills required to contribute to effective governance and the success of the school. Your skills may include personal attributes, qualities and capabilities, such as the ability and willingness to learn and develop new skills.

Governing bodies are responsible for a wide range of matters which come under four main headings:

- **Ensuring clarity of vision, ethos and strategic direction;**
- **Holding the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff;**
- **Overseeing the financial performance of the school and making sure its money is well spent; and**
- **Community/stakeholder engagement.**

Governors need a strong commitment to the role and to improving outcomes for children, the inquisitiveness to question and analyse, and the willingness to learn.

The governing body of Beardall Fields Primary and Nursery School, would specifically welcome nomination from parents with the following skills:

- The ability hold the school leaders to account for educational and financial performance,
- Have a keen interest in safeguarding children,
- To have the ability to support the school in delivering the vision, values and ethos of Beardall Fields.
- Experience chairing meetings is desirable skill for our governing body at Beardall Fields Primary and Nursery School.

As an effective governing body, we seek to secure or develop within our membership as a whole, expertise and experience in

- Analysing performance data,
- Budgeting and driving financial efficiency,
- Performance management and employment issues, including grievances.

We seek to recruit and/or develop governors with the skills to work constructively in committees, chair meetings and to lead the governing body.

Our parent governors serve a four year term of office (even if your child leaves the school during this time). We meet 3 times per year as a whole governing body and have 2 committees who usually

meet once per term. There is an expectation within our code of conduct that each governor will become a member of a committee and will take on additional responsibilities as a link governor. All governors are expected to abide by the Code of Conduct adopted by the governing body.

We offer a full induction package, a mentoring system and availability of in-house, central and on-line training packages. We also offer the opportunity for prospective governors to meet the chair before completing a nomination form.

All new and re-appointed school governors are required to complete a declaration of eligibility form.

If you wish to complete a nomination form to become a parent governor, you need to:

- a. Check that you are eligible by reading the enclosed qualifications and disqualifications criteria. Sign the declaration of eligibility form and return this with your completed nomination form (eligibility criteria is at the end of this letter).
- b. Complete the nomination form (once you are satisfied that you are eligible to become a governor).
- c. Include a statement, **up to 100 words**, about yourself, the skills and commitment you can bring to the governing body and why you would like to become a governor. 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. All words over 100 will be deleted and not used in the election process.
- d. Each nomination must be received by the school by 10:00 am on 24th November 2023
Nomination Form and Declaration of Eligibility: <https://bit.ly/35wjBQJ>

Your nomination should be acknowledged by the headteacher/returning officer within two working days of the closing date. If you do not receive this acknowledgement, please contact the school.

In accordance with the School Governance (Constitution) (England) Regulations 2012, an elected member of the Local Authority (LA) or school staff who are paid to work at the school for more than 500 hours in any consecutive twelve month period are **not** eligible for election or appointment as parent governors. However, they can vote in parent governor elections if they are parents of children attending the school and can be governors at another school.

An election will be held if more nominations are received than the number of vacancies. For the purpose of the election, ballot papers will be sent to all parents or carers with children at the school, together with any details that you and other nominees have provided. This procedure will be explained to you by the headteacher should an election be necessary.

If you have any further queries about the role of parent governor, please contact the headteacher of the school, other members of the school governing body or Nottinghamshire County Council Governor Services on telephone number 0115 9772672.

Yours sincerely

Mr P Bailey

Chair of Governors

Mrs K Collins

Headteacher/returning officer

The School Governance (Constitution) (England) Regulations 2012

Qualifications and disqualifications (regulation 17 and Schedule 4 to the Regulations)

Grounds for disqualification fall into three broad categories:

- general grounds
- grounds that apply to particular categories of governor
- grounds that arise because of particular failings or actions on the part of the governor.

All the grounds for disqualification apply also to associate members except that associate members can be registered pupils at the school and can be under 18.

General grounds

Registered pupils cannot be governors.

A governor must be aged 18 or over at the time of election or appointment.

A person cannot hold more than one governor post at the same school at the same time.

Grounds that apply to particular categories of governor

A person is disqualified from being a parent governor if they are an elected member of the LA or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve month period at the time of election or appointment.

A person is disqualified from being a local authority governor if they are eligible to be a staff governor at the school.

A person is disqualified from being a partnership governor if they are:

- a parent of a registered pupil at the school;
- eligible to be a staff governor at the school;
- an elected member of the local authority; or
- employed by the local authority in connection with its education functions.

Grounds that arise because of particular failings or actions on the part of the governor

A person is disqualified from being a governor of a particular school if they have failed to attend the meetings of the governing body of that school for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the governing body. This does not apply to the headteacher or to foundation governors appointed by virtue of their office.

A foundation, local authority, co-opted or partnership governor at the school who is disqualified for failing to attend meetings is only disqualified from being a governor of any category at the school during the twelve month period starting on the date on which they were disqualified.

A person is disqualified from holding or continuing to hold office as a governor of a school if, in summary, that person:

- is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order; an interim debt relief restrictions order; or their estate has been sequestered 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 the Companies (Northern Ireland) Order 2002; 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 trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- has been removed from office as an elected governor within the last five years.
- is included in the list of people 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 142 of the Education Act 2002 or 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
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a governor or since becoming a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more
- has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor
- refuses a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.

Application Form

Please go to this link: <https://bit.ly/35wjBQJ>

Or scan:

