



*Aiming for Excellence:
"Use the gifts God has given you"
1 Peter 4:10*

Wantage CE Primary School

Newbury Street, Wantage, Oxon, OX12 8DJ



Monday 19th June 2017

Dear Parents/Carers

Wantage CE Primary School - Election of Parent Governor

The Local Governing Body (LGB) of the school has one parent governor vacancy. We are writing to ask you if you would be interested in becoming a parent governor.

Becoming a governor is a very rewarding and worthwhile experience. Effective governors do not need expertise in education but do need to be committed to their school, willing to ask questions and offer appropriate challenge and support.

All governors are expected to:

- attend termly (roughly) evening meetings of the LGB
- attend development sessions which are usually once a term
- visit the school formally for monitoring purposes

Governors also need to be able to work as an enthusiastic member of the governing body team with the aim of raising and maintaining high educational standards for all children. Governors are asked to act with integrity, honesty and objectivity and at all times in the best interests of the school.

The prime focus of the LGB is to develop the strategic direction of the school, be accountable to stakeholders and to ensure that financial resources are spent appropriately.

Governors also have a number of opportunities to access training to develop and enhance their knowledge and skills.

It is important to note that governors are elected to bring the experience of that individual as a member of the LGB. Once elected, parent governors are a representative parent but not a delegate. This means they are not expected to report back to parents on any matters relating to the school or LGB without prior consent from the governing body.

The LGB would especially welcome nominations from individuals with the following skills or experience:

finance management / data analysis / governance experience/HR/premises & buildings management

Anyone who has parental responsibility for a pupil on the school roll at the time of the election can nominate themselves, stand for election and vote in the election. The term of office for a parent governor is four years.



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Nominations should be made online via this link [Online Nomination](#), and must be submitted before noon on **Friday 30th June 2017**.

Nomination requires that each candidate provide a brief personal statement of up to 200 words in length, covering a little information about the candidate and why they would like to be a governor. Should there be more than one nomination for the vacancy, there will be a parent ballot and all personal statements will be shared with parents, to help them decide how to vote.

If you cannot nominate using the online form, you can instead complete the nomination form below (Appendix 2), which must arrive at the school no later than the nomination closing time and date stated above.

Please read Appendix 1 Eligibility - Qualifications and Disqualifications before submitting a nomination.

After the closing date for nominations we will inform parents whether we need to hold a ballot. If there is a ballot, we will run this using an online voting form, via the email address we have registered for parents in the school database (please contact us if you want to check or update this information). If you cannot vote online, you will still be able participate by coming into school and voting in person.

We will send more details to you about how to vote online or in person when voting is about to start.

A copy of the Rules and Procedures guiding the election of parent governors and further copies of the nomination form can be obtained from the school website or by asking at reception.

Yours sincerely

Clare Morgan
Headteacher

Sue Hunter
LGB Chair

Appendix 1: Eligibility – Qualifications and Disqualifications Criteria

Appendix 2: Nomination Form (paper template)



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Appendix 1: Eligibility - Qualifications and Disqualifications

Regulation requires that all governors have to be eligible and the criteria is listed below. You must read, understand and confirm your eligibility before becoming a governor.

Qualifications and disqualifications to serve as a Parent Governor:

- A person must be aged 18 or over at the date of their election or appointment.
- No current pupil of the school, or of any school in the Vale Academy Trust, shall be a local governing body member.
- A governor must not also be a clerk to the local governing body at which they are a governor.
- A parent/carer cannot stand for election if they work at the school for more than 500 hours in a twelve month period.
- A person cannot hold more than one governor post at the same school at the same time.
- A person shall be disqualified from holding office or continuing to hold office as a governor if:
 - s/he becomes incapable by reason of illness or injury of managing or administering his/her own affairs;
 - s/he is absent without the permission of the local governing body from all their meetings held within a period of six months, and the governors resolve that his/her office be vacated;
 - s/he has been declared bankrupt and/or his estate has been seized from his/her possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
 - s/he is the subject of a bankruptcy restrictions order or an interim order;
 - s/he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986; or
 - s/he is subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
 - s/he ceases to be a trustee/governor by virtue of any provision in the Companies Act 2006; Contd.
 - s/he is disqualified from acting as a trustee/governor by virtue of section 178 of the



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- Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
- s/he is otherwise found to be unsuitable by the Secretary of State;
 - s/he has 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 (s)he was responsible; or to which (s)he was privy; or which (s)he, by his/her conduct, contributed to or facilitated;
 - s/he has, 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;
 - -s/he has not completed an enhanced Disclosure and Barring Service check (organised by the school shortly after someone joins as a governor)



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Appendix 2: Nomination Form – paper template

Election for a Parent Governor for Wantage CE Primary School

Your Name: _____

Name & Year(s) of Child(ren): _____

Why I would like to be a parent governor:

(please provide a brief statement of no more than 200 words continuing on a separate sheet if necessary). Please note, your personal statement will be shared with all parents in the event of an election.

Declaration: I have read and understood the Eligibility – Qualifications and Disqualifications criteria, and confirm that I am eligible and able to stand for election as a parent governor. I also confirm that I am able to fulfill the role, including attending meetings as required and by contributing to governance work outside formal meetings.

| | |
|------------|--|
| Signature: | |
| Date: | |

(if you could also email this form to office@wantagece.vale-academy.org it would be helpful)



Headteacher: Mrs. C. Morgan, MA
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