



6 October 2020

Dear Parent/Carer,

## PARENT GOVERNOR ELECTION

I am writing to you to invite you to stand for election as a parent governor, or nominate another parent to do so. In our school we have provision for 2 parent governors and there is currently 1 vacancy with another position becoming vacant 21.10.20. We have two main types of governor - parents and community. The community governors often started as parent governors.

The Local Advisory Board, with the headteacher, has overall responsibility for the running of the school. Local Advisory Boards have three core strategic functions:

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

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the work of the Local Advisory Board which meets six times a year (with the intention of concluding each meeting within two hours). A number of our community and parent governors do not work in the school area. Training is available for all governors and there is an expectation that those new to being a governor attend free induction and safeguarding training.

Our current governors have good financial/HR skills and would be particularly complemented by parents/carers with an interest/understanding/ background in education and knowledge relating to safeguarding and SEND. However, you are very welcome to apply whatever your experience.

If you are interested and wish to talk through the responsibilities with the Chair of Governors, Ian Mayhew, please contact me directly ([sue.morris@cjsdorset.org](mailto:sue.morris@cjsdorset.org)) or through Debbie Upton ([Debbie.Upton@cjsdorset.org](mailto:Debbie.Upton@cjsdorset.org)) at the school and we will arrange for him to contact you.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election please complete the enclosed nomination form and return it to me either by email or c/o Debbie Upton at the school no later than **midday on Friday 16 October 2020**. Please also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted, but if you are nominating another parent please seek their prior consent.

If there is more than two nominations then there will be an election by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours faithfully,

S Morris  
Clerk to the Governors

ELECTION OF PARENT GOVERNORS: CHRISTCHURCH JUNIOR SCHOOL

I wish to serve as a parent governor and to be a candidate if an election is necessary.

I confirm that I am eligible to serve as a school governor. I enclose a brief statement (less than 250 words) about myself for circulation to voters and confirm that this is a true and accurate statement.

Full name:

(Forename/s)

(Surname/Title)

Name of Child(ren) in the school:

Date(s) of Birth:

Address:

Telephone:

E-mail:

Signed:

Date:

This form should be returned to Reception at the school (marked for the attention of Susan Morris, Clerk to the Governors c/o Debbie Upton) by midday on **Friday 16 October 2020** or you may email it to [sue.morris@cjsdorset.org](mailto:sue.morris@cjsdorset.org). Please put "Parent Election" in the subject line.

By providing this information OR signing this form, you are consenting to its use as detailed.

## Declaration

I declare that I am not disqualified from serving as a school governor and that:

- I am aged 18 or over at the date of this election or appointment
- I do not already hold a governor post at the same school
- I am not employed at the school for more than 500 hours per academic year
- I am not the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order; an interim debt relief restrictions order; my estate has not been sequestrated and the sequestration has not been discharged, annulled or reduced
- I am not 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)
- I have not 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
- I am not included in the list of people considered by the Secretary of State as unsuitable to work with children or young people
- I am not barred from any regulated activity relating to children
- I am not 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
- I am not disqualified from working with children or from registering for child-minding or providing day care
- I am not disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
- I am not 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
- I am not 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
- I am not 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
- I have not 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
- I will not refuse a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.
- I am not aware of any other reason that would make me ineligible to serve as a governor of Christchurch Junior School.

Signed..... Date .....

Name: ..... (please print)