

SUFFOLK COUNTY COUNCIL

ELECTION OF PARENT GOVERNORS

Dear Parent

ELECTION OF PARENT GOVERNOR

There are 4 places for Parent Governors on the Governing Body of your child's school, and a vacancy for 1 of these places has recently occurred. I am therefore writing to give you details of the arrangements for nominations and voting for a new Parent Governor.

Enclosed with this letter is a nomination form on which four parents who have children at the school can jointly nominate another parent for election as a Parent Governor. No parent may nominate more candidates than there are vacancies. It is necessary for a Parent Governor to have a child at the school at the time he or she is elected. Certain people are disqualified from being Governors and, as such, school governors are subject to criminal records checking in order to establish whether certain of the grounds for disqualification, as described in the attached sheet, apply. A Criminal Records Bureau check will be undertaken and if grounds for disqualification come to light as a result of this, or otherwise, the person is automatically barred from being a governor and the appointment will terminate with immediate effect.

There is space on the nomination form for a statement of not more than 50 words by the person nominated in which they can give such details as they wish about themselves and their views. This statement would then be included on the voting paper.

The term of office will be for 4 years, whether or not the child of the elected parent remains at the school for the whole of this period, and, like other Governors, will be eligible for re-election.

Suffolk County Council would like parents to play as full a part as possible in their children's education and, therefore, it is hoped that you will use your vote in this election.

Yours sincerely

M Newman
Headteacher

SUFFOLK COUNTY COUNCIL

SHOTLEY COMMUNITY PRIMARY SCHOOL

Election of Parent Governors

Nomination Form

Full Name:

Address:

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I have a child at the school, am willing to serve if elected and have been proposed for consideration for appointment as a Governor at the school by the four undersigned persons, who also have children at the school. A statement for inclusion in the voting paper is given below.

<u>Name and address of Proposers</u>	<u>Signature of Proposers</u>	<u>Date</u>
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STATEMENT
(not more than 50 words)

I confirm that I am not disqualified from appointment for any reason.

Signed Dated

Completed nomination forms must be returned to the school by Friday 25 April 2008 at 4.30 pm.

ELECTION OF PARENT GOVERNORS

DISQUALIFICATION FROM MEMBERSHIP

1 No person under 18 years of age shall be appointed/elected as a Governor.

2 A person may not serve as a Governor of more than two schools.

A person shall be disqualified from holding or continuing to hold office as a Governor of a school:

3 at any time when he is liable to be detained under the Mental Health Act 1983.

4 if he has been adjudged bankrupt, sequestration of his estate has been awarded, or he has made a composition or arrangement with his creditors and he has not been discharged in respect of it and the bankruptcy has not been annulled or rescinded;

5 at any time when he is subject to a disqualification order under the Company Directors Disqualification Act 1986 or to an order made under the Section 492 (2)(b) of the Insolvency Act 1986 (failure to pay under County Court administration order);

6 if he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commissioners or the High Court; or he has been removed, under Section 7 of the Law Reform (Miscellaneous provisions) (Scotland) Act 1990, from being concerned in the management or control of any body;

7 at any time when he is included in the list of teachers and workers with children or young persons whose employment is prohibited or restricted;

8 at any time when he is disqualified from being the proprietor of any independent school or from being a teacher or other employee in any school;

9 (i) if he has within the last five years or since his appointment or election as a Governor under the terms of the Education Act 1996 been convicted, whether in the UK or elsewhere, of any offence and has had passed on him a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine;

(ii) if within twenty years he has been convicted as aforesaid of any offence and has passed on him a sentence of imprisonment for a period of not less than two and a half years;

(iii) if he has at any time been convicted as aforesaid of any offence and he has had passed on him a sentence of imprisonment for a period of not less than five years;

(iv) if within five years or since his appointment or election as a governor he has been convicted under Section 547 of the 1996 Act of committing an act of nuisance or disturbance on the premises of a school maintained by a Local Authority or a Grant Maintained school and has been sentenced to a fine.

Arrangements for Checking Criminal Convictions

The Director of Education has a duty to refer the details of persons newly appointed or elected as Governors of maintained schools to the Criminal Records Bureau (CRB)

Each new governor will be required to complete a CRB disclosure form and return it to the Area Office.

On receipt of the form the authorised countersignatory at the Area Office will complete and submit the form to the CRB for checking criminal records.

Should the outcome of the check be unsatisfactory, no appointment will be made.