



Gusford Primary School

"Promoting Achievement and Success."

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Headteacher : Mrs C Claydon

31 October 2017

Dear Parents,

Gusford Primary School Election of Parent Governors

The Active Learning Trust (Academy Sponsor for Gusford Primary School) currently has a vacancy on the governing body to support the Headteacher and staff to govern the school. We are therefore writing to ask if you would be interested in becoming a school governor.

Governors are responsible for ensuring the strategic direction of the school, its performance and the use of resources to support learning. They help to ensure that our school provides the best education it can for pupils, parents and our local community. Our parent governors are very valuable members of the governing body and we rely on them to help us to give a parent's view. They are on the governing body as representative parents, but they are not delegates and other parents cannot mandate them on how they should vote.

Governors do not need to be experts to tackle the range of responsibilities expected of them. Help, advice and training are available from various sources. If you are interested in being part of this newly formed team and have time to commit to the role, we would like you to consider becoming a parent governor. If you would like more information please contact the school and we would be please to answer any queries you may have.

Anyone who has parental responsibility for a pupils on the school roll at the time of the election can self-nominate, stand for election and can vote in an election (should one be necessary) . A parent who works for the school for 500 hours or more, or is an elected member of the local authority is not eligible to stand for election as a parent governor but they are permitted to vote (although such people can become governors through another route). If insufficient parents stand for election The Active Learning Trust can appoint nominated parents to the governing body. The term of office for a parent governor is three years.

All nominations should be sent to the school office by 30 November 2017. We also need a few words about the candidate and why they would like to become a governor.

We will inform parents about the details of parent governor nominations. If an election is necessary we will send ballot forms home with the names of the candidates and their details. Each parent will have one vote as there is one vacancy. The ballot is secret and details of how and where to vote will be relayed to you in the event of an election being held.

A copy of the rules guiding the election of parent governors and further copies of the nomination form can be obtained from the school office. If you require a copy of this letter in a language other than English or in large print format please contact the school.

Yours faithfully

Mrs. C Claydon
Headteacher





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NOMINATION FORM FOR THE ELECTION OF PARENT GOVERNORS

NAME:

ADDRESS:

I wish to submit my nomination for the election of Parent Governor

I confirm that I am willing to stand as a candidate for election as a parent governor and that I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations.

Signature:

Date:

The following page should be used to give information that would be entered on ballot papers if required.

NAME:

Please give a brief outline of why you are volunteering to become a parent governor. This information will be sent out with ballot papers:

**Completed nomination forms must be returned to the
Clerk to the Local Governing Board by midday on 30 November 2017**

Constitution Regulations

Covering the Qualifications and Disqualifications of Governors

A governor must be aged 18 or over at the time of his/her election or appointment and cannot hold more than one governorship at the same school.

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

- is subject to a bankruptcy restriction order or an interim order;
- has had his/her estate sequestrated and the sequestration has not been discharged, annulled or reduced;
- is subject to:
 - a disqualification order or disqualification undertaking under the Company Directors Act 1986
 - a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989
 - a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
 - 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 Education Act 2002;
- is disqualified from registration for childminding or providing day care;
- is disqualified from registration under Part 3 of the Childcare Act 2006;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before or since becoming a governor;
- has received a prison sentence of 2½ years or more in the 20 years before becoming a governor;
- has at any time received a prison sentence of 5 years or more;
- has been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor;
- is employed at the school for more than 500 hours per academic year if wishing to stand for parent governor at the same school;
- is an elected member of the Local Authority (applies to parent and community governors only).

THE ACTIVE LEARNING TRUST

APPOINTMENT OF GOVERNORS TO LOCAL GOVERNING BODIES OF THE ACTIVE LEARNING TRUST SCHOOLS AND ACADEMIES

COMMITMENT OF UNDERTAKING

The Active Learning Trust recognises and appreciates the level of undertaking involved in becoming a member of the Local Governing Body of one of our schools or academies.

The Trust places great reliance on the willingness, skills and abilities offered by the governors it appoints in carrying out the important functions of the Local Governing Body and in representing both the school or academy and the Trust in delivering positive outcomes for the pupils, students and families we serve, and in protecting and enhancing the reputation of the school or academy, its community and the Active Learning Trust as a whole.

In accordance with the Scheme of Delegation in operation for the Active Learning Trust, we ask that all our governors positively and willingly declare the following commitment to their work with us:-

- To use their best endeavours to utilise their skills and abilities to the benefit of the school/academy in which they operate and to the Active Learning Trust as a whole
- To attend meetings events and functions of the Governing Body as regularly as they are practically able so to do
- To be thorough accurate and diligent in all their undertakings on behalf of the school/academy and the Trust
- To abide by the policies, protocols and procedures which apply to the school/academy and across the Trust as a whole
- To support and uphold the aims and vision of the Active Learning Trust as a force for educational improvement.

I as an appointed governor of

_____ School I do declare that I will support and uphold the undertaking requested above.

Signed:

Full Name:

Date:

