



## St Nicolas and St Mary Church of England Voluntary Aided Primary School

Eastern Avenue, Shoreham-by-Sea, West Sussex BN43 6PE

Tel: 01273 454470 Email: [office@stnm.org.uk](mailto:office@stnm.org.uk)

Web: <http://www.stnicolasmary.w-sussex.sch.uk/>

Executive Headteacher Mr D Etherton B.Ed Hons. NPQH

Acting Headteacher Mr A Lincoln BA Hons

Friday 26<sup>th</sup> November 2021

Dear Parents & Carers

### Election of Parent (or Carer) Governor

We currently have a vacancy for one parent governor and are seeking nominations for an enthusiastic and committed parent or carer to join the governing board.

We always aim for positive and purposeful partnerships with parents, which undoubtedly bring important benefits to the pupils. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor. The governing board's main tasks are to support the school, by providing confident and strategic leadership, providing oversight for the schools educational and financial performance, creating accountability to ensure that all pupils receive a high quality education and plan for future development and improvement. Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing board is aware of the views of parents and the local community.

Parent governors are elected by the parents/carers of pupils registered at the school and who are themselves parents/carers at the time when they are elected. The term of office is 4 years. A former governor said that "being a governor had been fantastic and really insightful – he would recommend it to any parent."

There are no particular qualifications required for the role as governors cover a wide array of issues and experience in any area is welcome! The basic expectations of a Governor are: attendance at meetings, maintaining confidentiality, commitment to training, visiting the school and completing their term of office.

If you would like to stand for election please register your interest by completing the enclosed nomination form or, if you would like further information about what the role involves and wish to discuss it informally before you complete the nomination form, please do not hesitate to contact me. **The deadline for receipt of nominations is 4pm on Friday 10<sup>th</sup> December 2021.** When nominating yourself or someone else for the role of parent governor, you are nominating the person you believe has the skills and commitment to undertake the role. You are also nominating someone you trust to represent the views of parents when working with other governors and the headteacher, to promote high standards and strategically develop the school. The parent governor's role is not to represent individual parents' views or to report back directly to parents.

If more than one nomination is received, there will be an election and each candidate will be asked to write an election statement by **10am on Tuesday 4<sup>th</sup> January 2022** to be included on the voting papers to be sent to all parents **on Monday 10<sup>th</sup> January 2022**. Voting papers must be returned no later than **12 noon on Thursday 20<sup>th</sup> January 2022** so that votes can be counted at **3.20pm** the same day.

I have enclosed a summary of the School Governance Regulations with regard to the qualification and disqualification of governors. Please read them carefully and if you have any queries about them or about the procedure, I shall be pleased to answer them. There is further information on our website [www.stnicolasmary.w-sussex.sch.uk](http://www.stnicolasmary.w-sussex.sch.uk) Click on About Us/Our Governors.

Should you have any questions about the role please do not hesitate to contact me via the school office [office@stnm.org.uk](mailto:office@stnm.org.uk)

Yours sincerely

*Julie Searle*

Julie Searle  
Chair of Governors

## Qualifications / Disqualifications

The following text summarises the qualification and disqualification regulations for governors – these are taken from Schedule 6 of the School Governance (Constitution) (England) Regulations 2012 sets out the criteria for disqualification from membership of the governing body. Please read this section and do not hesitate to contact us if you have any queries.

- A governor must be aged 18 or over at the time of their election or appointment.
- A person cannot hold more than one governorship at the same school.

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

- has failed to attend meetings for six months;
- is the subject of a Bankruptcy Restrictions 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 companies legislation or an order concerning insolvency;
- has been removed from the office of trustee for a charity on grounds of misconduct or mismanagement or from being concerned in the management or control of any body;
- is included in the list (List 99) of those considered by the Secretary of State as unsuitable to work with children;
- is subject to a direction of the Secretary of State under section 142 of Education Act 2002;
- is disqualified from working with children or from registration for child minding or providing day care;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor 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 five years or more;
- has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor;
- has refused to make an application for a criminal records certificate;
- is detained under the Mental Health Act 1983;

In addition:

A person is disqualified from election or appointment as a **parent governor** if they are an elected member of the LA or if they work at the school for more than 500 hours in any year. In addition a person **may not** be appointed as a parent governor unless they are:

- a parent of a registered pupil at the school; or if that is not possible
- a parent of a former pupil of the school; or if that is not possible
- a parent of a child of or under compulsory school age.

### Frequently Asked Questions:

#### 1. *Can any parent be a parent governor?*

Yes. Any person with parental responsibility for a pupil on the school roll, **regardless of whether or not they live in the same household**, may stand for election as a parent governor. The only exception would be if they were employed for more than 500 hours in an academic year in that school.

#### 2. *What happens if an elected parent governor takes paid employment that breaches the 500 hour rule after their election?*

They may continue to serve out their term of office but will not be eligible to stand for re-election as a parent governor if the employment continues. (However, they would be eligible for staff governor vacancies.)

#### 3. *What happens if the children of an elected parent leave the school?*

The parent may continue until their current term of office ceases.