



Bligh Primary School
Bligh Way, Strood, Rochester, Kent ME2 2XJ

Headteacher: Mrs E Poad (BSc (Hon))
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Monday 8th January 2018

Dear Parent/Carer,

ELECTION OF PARENT GOVERNOR

I am writing to inform you of a Parent Governor vacancy on the school's new Local Governing Board and I am inviting you to either consider becoming a Parent Governor (self-nominate), or nominating another parent to do so. The Local Governing Board, when complete, includes two governors elected by parents or carers of children registered at the school. Parent Governors serve for four years, unless they resign. They can continue in office even when their children have left the school.

We take the term 'parent' to include anyone who has custody of a child registered at the school, as well as 'natural' parents. We take the term 'school' to mean both the Infant and the Junior school that comprise Bligh Primary School.

What do governors do?

The Local Governing Board has delegated responsibility for the strategic oversight of the school. Local Governing Boards have 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.

Governors are not involved in the operational running of the school. The daily management of the school is the responsibility of the Headteacher. However, life as a governor is interesting and varied and we feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

Do Parent Governors have special responsibilities?

No. Parent Governors do not have extra duties. Parent governors are welcomed as valued members of the governor team and play an important role. The Local Governing Board works together as a group, meeting at least three times each academic year.

How are Parent Governors elected?

If we receive more than one nomination to fill the one vacancy, there will be a secret ballot and I will send ballot forms for their return to each home of the children. The form explains how votes may be cast.

If only one nomination is received to fill the one vacancy, then that person will be declared elected. If there are no nominations, it will be for Trustees to fill the vacancy by inviting a parent of a child at the school to become a Parent Governor.

In association with



Eligibility

All parents and carers of registered pupils at the school on the date by which nominations for Parent Governors are sought are eligible to nominate candidates, to vote, and subject to disqualification, to stand for election to the Local Governing Board of the school.

Parent Governors must be people who have children at the school when they are elected. We seek applicants who have a strong belief in continually improving the quality of education of our children, are prepared to play an active part in the Local Governing Board's work, and have the time to commit to attend training and Local Governing Board meetings.

Anyone interested in becoming a Parent Governor is encouraged to please apply. This is a highly rewarding voluntary role and would suit anyone who has the time and skills to devote to ensuring our school strives to provide outstanding contribution to our exceptional children.

Previous experience as a governor is not required as full training will be given.

We are particularly keen to ensure the governing body represents the diverse range of our pupils and the inclusive nature of the education they receive.

If you decide you wish to stand for election you may nominate yourself. If you are not able to stand for election, you may know of someone who is and parents with children at the school can nominate another parent for election. A nomination form is attached for completion and return to me within two weeks of the date of this letter. If you wish you can include a few details about yourself and why you would like to become a governor; this will then be circulated to all parents to help them decide who to vote for if a ballot is required.

Disqualification

There are a number of restrictions which apply to a person holding office as a school governor and these are attached.

Result of the election

The result of the election will be displayed at the school for at least seven days and will be included in the next edition of the school newsletter.

Anyone having any query about the election is invited to contact the school.

Yours sincerely,



Mrs E Poad
Headteacher

THE CLOSING DATE FOR NOMINATIONS IS MONDAY 22nd JANUARY 2018 at 4.00PM

In association with



Bligh Primary School

NOMINATION FORM FOR ELECTION OF A PARENT GOVERNOR

Number of Parent Governors to be elected: **One**

You may nominate yourself (Section A) or nominate another parent (Section B) to serve as a Parent Governor. If you nominate another parent you should obtain their signature to signify that he or she is willing to be nominated.

*Please complete **either** Section A **or** Section B.*

Section A – Self Nomination

I wish to nominate myself for election as a Parent Governor on the school's Local Governing Board.

Full name:

Address:

I am the parent of: who is/are a registered pupil(s) at the school.

I have read the grounds for disqualification from being a Governor and I am not disqualified on any of these grounds. I am not paid to work at the school for more than 500 hours in any consecutive twelve-month period (at the time of election or appointment).

Signature: Date:

Biography to include any experience, skills and interests relevant to serving as a Parent Governor, and how these would contribute to effective governance to be issued with voting papers should an election be required. (Please continue on another sheet, if necessary).

Section B – Nomination of another parent

I wish to nominate the parent named below as a Parent Governor on the school's Local Governing Board:

Name and address of parent being nominated to serve on the Local Governing Board: Name:

Address:

Name, address and signature of the parent who is proposing the above nomination: Name:

Address:

Signature:

I have read the grounds for disqualification from being a Governor and I am not disqualified on any of these grounds. I am not paid to work at the school for more than 500 hours in any consecutive twelve-month period (at the time of election or appointment).

Nominated person's signature: Date:

I am the parent of: who is/are a registered pupil(s) at the school.

THIS FORM MUST BE RETURNED TO THE HEADTEACHER WITH THE CANDIDATE INFORMATION FORM BY MONDAY 22ND JANUARY 2018 AT 4.00PM IN A SEALED ENVELOPE MARKED 'CONFIDENTIAL - PG NOMINATION'

Disqualification criteria

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

- Is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order; an interim debt relief restrictions order; or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced.
- Is subject to:
 - i) A disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986;
 - ii) A disqualification order under the Companies (Northern Ireland) Order 2002;
 - iii) A disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002;
 - iv) An order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
- Has 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.
- Has been removed from office as an elected governor within the last five years.
- Is included in the list of people considered by the Secretary of State as unsuitable to work with children or young people.
- Is barred from any regulated activity relating to children.
- Is 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.
- Is disqualified from working with children or from registering for child-minding or providing day care.
- Is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State.
- 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.
- 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.
- 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.
- Has 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.
- Refuses to allow an application to the Disclosure and Barring Service (DBS) for a DBS check.