



Headteacher: Miss Hanna Vasey

'Not just a school – taking our learning to other places'

1st October 2021

Dear Parent/Carer,

Parent Governor Election

I am writing to let you know that there is to be an election of parent governors for our Local Governing Body (LGB) and to invite you to nominate yourself if you are interested in standing for this position. In our school we have provision for three parent governors and there are currently 2 vacancies.

The Local Governing Body is delegated certain functions by the YCAT Board. The LGB is responsible for the conduct of the school and promoting high standards in all areas of school life. It is the role of the Local Governing Body to ensure equality of access for pupils and staff, to hold the head teacher to account for the educational performance of the children, oversee the school's budget and ensure money is well spent.

The main role of the LGB is to ensure:

- Safeguarding of children is at the heart of the school's work and it is not just effectively meeting statutory duty, but also promoting a culture of safeguarding throughout the school.
- All groups of children's needs are met including SEND and disadvantaged children and they make consistent progress from their starting points.
- SMSC and British values contribute to behaviour and personal development and supporting the local community.
- High expectations and drive to continuously improve the outcomes for all children in the school.
- Strategic planning of resources to maximise improvements in pupils' outcomes.
- Rigorous monitoring of strategies in place for improving children's progress and leaders are held to account.

It is important that the Local Governing Body has a broad range of skills and experience however, no special qualifications are needed. The most important thing is to have a keen interest in the school and be prepared to play an active part in the Local Governing Body's work.

Training is available for all local governors and those new to the role would be expected to attend free induction training.

Once appointed or elected all local governors must operate in the best interest of pupils. All governors have the same roles and responsibility. Parent governors are not elected to represent their stakeholder group, but are elected in order to contribute to the work of the LGB. Parent governors are a representative parent, not elected to represent parents.

The enclosed Appendix 1 summarises the circumstances under which someone cannot serve as a local governor. Nominations must be from parents, or individuals exercising parental responsibility, of a child at the school at the time of the election.

Parent governors have a four year term of office and can continue to serve even if their child(ren) leave(s) the school during this period. All local governors are subject to an Enhanced DBS check and to prohibition checks.

If you would like to stand for election, please complete the enclosed nomination form and return it to the school no later than **23rd October 2021**. You may also include a short personal statement to support your nomination, which should be no longer than 250 words.

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

Yours faithfully,

Returning Officer & Head Teacher

Nomination form

Election of parent governor to Local Governing Body of **Hawes Primary School (YCAT)**

Please enter in BLOCK LETTERS, the name and address of the person being nominated for election:

Name:

Address:

.....
.....

Personal Statement (maximum 250 words)

I wish to submit my nomination for the election of parent governor to Local Governing Body of I confirm

- (i) that I am willing to stand as a candidate for election as a parent local governor and
- (ii) (ii) that I am not disqualified from holding office for any of the reasons set out in the Articles of Association (see Appendix 1).

(iii) Signature

Date.....

Completed nomination forms must be returned to the school by 23/10/2021

Appendix 1

Qualifications and disqualifications to serve as an YCAT trustee /local governing body (LGB) member

A person must be aged 18 or over at the date of their election or appointment. No current pupil of the school/one of the schools in the Trust shall be a trustee or local governing body member.

A person shall be disqualified from holding office or continuing to hold office as a Trustee/LGB member if:

- s/he becomes incapable by reason of illness or injury of managing or administering his own affairs;
- s/he is absent without the permission of the Trustees/LGB from all their meetings held within a period of six months, and the Trustees resolve that his/her office be vacated;
- s/he has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
- s/he is the subject of a bankruptcy restrictions order or an interim order;
 - s/he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986; or
- s/he is subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- s/he ceases to be a Trustee or LGB member by virtue of any provision in the Companies Act 2006;
 - s/he is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
- s/he is otherwise found to be unsuitable by the Secretary of State;
- s/he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible; or to which he was privy; or which he, by his conduct, contributed to or facilitated;
- s/he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011;
- s/he has not provided to the Chair of the trustees/Chair of LGB a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997.