

# Clifford Primary School

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15<sup>th</sup> February 2019

Dear Parent/Carer

## **School Governing Body – Parent Governor Elections**

The Governing Body plays a significant part in the development and management of the school and as such Parent Governors play an important role as members of the Governing Body helping to form policy, set priorities and manage the budget. There is 1 vacancy for a Parent Governor; and 1 vacancy for a co-opted Governor; the term of office is 4 years.

I am, therefore, writing to invite you to nominate a parent to fill this vacancy. A nomination form is attached. If you would like to nominate someone please return the completed form to the school by **Friday, 15<sup>th</sup> March 2019**.

Nominations must be proposed and seconded by other parents with children at the school. They are invalidated if not signed by the nominee. The person nominated must, on the date that nominations close, be a parent of a registered pupil at the school. No parent may propose and/or second more nominations than there are vacancies. Parent Governors normally have a term of office of four years subject to the new Constitutional Regulations and, therefore, it is envisaged that Parent Governors will normally be chosen from amongst those parents who will have a child at the school for a reasonable period of time. Parents being nominated are invited to give on the nomination form some brief biographical details, including skills and experiences, suitable for inclusion in the voting paper.

New Regulations came into force in 2007 which were defined under School Governance (Constitution) (England) Regulations 2007. Individuals, who must be over 18, are disqualified from holding office, under these regulations, if you have:

- A criminal conviction resulting in imprisonment of not less than 3 months, without the option of a fine, which has occurred within the last 5 years;
- A conviction within the past 20 years which resulted in a prison sentence of not less than 2 ½ years or at any time had a prison sentence of not less than 5 years;
- Being adjudged bankrupt as defined under paragraph 6 of schedule 6;
- Having a mental disorder and are liable to be detained under the Mental Health Act 1983;
- Having been disqualified as a company director as defined under paragraph 7 of schedule 6;
- Having been disqualified as a charity trustee as defined under paragraph 8 of schedule 6;
- Having had their employment prohibited or restricted; (currently called List 99);

- Having been disqualified from working with children under the Criminal Justice and Court Services Act 2000;
- Having been disqualified from being a proprietor of an independent school;
- Being fined for causing a nuisance or disturbance on school premises.

Also a person is disqualified from election or appointment as a Parent Governor of a school if they:

- Are an elected member of Herefordshire Council; or
- Work at the school for more than 500 hours (i.e. for more than one-third of a full-time equivalent) in a school year (at the time of election or appointment).

If the number of nominations received is the same as, or fewer than, the number of vacancies to be filled then those nominated will be elected unopposed. If the vacancy is not filled in this way the Governing Body may have to appoint a Parent Governor to the vacancy. If this should be necessary such appointees need not be parents of children at this school but could be a person having a child of statutory school age.

If there are more nominations than vacancies the election will be a secret ballot. If that is necessary voting papers will be sent to you together with details about the ballot procedure.

Yours sincerely

**MRS KATE THOMAS**  
Chair of Governing Body