



St Paul's C of E Junior School

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Headteacher: Mrs J M Taylor

ST PAULS C OF E JUNIOR SCHOOL GOVERNING BODY NOTICE OF ELECTION OF PARENT GOVERNORS

Dear Parent or Guardian

NOTICE OF ELECTION OF PARENT GOVERNOR:

I am writing to let you know that there are two vacancies for Parent Governors on the Governing Body of St Pauls C of E Junior School, and to invite parents who wish to stand for election as a Parent Governor to put their names forward. A person is disqualified from election or appointment as a parent governor if they are an elected member of the local authority (a Councillor) or if they work at the school for more than 500 hours in a consecutive period of 12 months (at the time of their appointment).

We know that parents are interested in the education of their children and share the school's commitment to ensuring the best possible education and opportunities for our pupils. One of the most significant ways to build on this is to volunteer to be a parent governor. Parent governors play an important role in ensuring that the parent viewpoint is represented in decision making.

The skills you have whether acquired at work, home or both, would be welcomed on the Governing Body and help us to make a vital contribution to the life of the school and its pupils.

The main role of the Governing Body is to provide the strategic direction for the school, to hold the headteacher to account and to ensure that the school budget is well spent. Further information on what being a governor would involve in terms of your time and commitment is attached. There is an expectation that governors will attend training.

If you are eligible and wish to stand for election as a Parent Governor you should;

1. Complete the attached nomination form.
2. Have your nomination supported by a proposer and seconder, who are parents of children also attending the school (you may nominate yourself).
3. You may include a brief personal statement for circulation to voters, should a ballot be required.
4. Return the form to the school clearly marked FAO the Returning Officer by the closing date & time.

Nominations forms must be received by **4.00 pm on Friday February 9th 2018**. No nomination will be accepted after that date and time. If the number of nominations received does not exceed the number of vacancies, all those nominated will be appointed without a ballot. If there are more nominations than vacancies, a secret ballot will be held, and each parent will be issued with a voting paper, via pupil post.



The following timetable will apply if it is necessary to hold a ballot:

Nomination forms sent home via pupil post **Friday February 2nd 2018**

Last day for returning nominations **Friday February 9th 2018**

Ballot paper dispatched to parents along with notification of the candidates

Friday February 23rd 2018

Last day for return of ballot papers **Friday March 2nd 2018 at 4.00pm**

Count of ballot papers **Monday March 5th 2018**

All parents will be notified of the result. Do Please consider if this could be you.

Yours sincerely

Julianne Taylor

Returning Officer

A copy of the rules of the election may be inspected at the school.



Nomination form for the Election of Parent Governor at St Pauls C of E Junior School

I, Mr/Mrs/Miss/Ms (Full name)

of (full address)

.....

Parent of wish to stand for election as a Parent Governor of the above named school. The following parents of children attending the school propose and second my nomination:-

Name of Proposer	Address	Signature
Name of Seconder	Address	Signature

I have read the General Criteria for disqualification (below) and I am eligible to stand as a parent governor.

Signed Date

Please return the completed nomination form to the Returning Officer by no later than **4.00.pm on Friday 9th February 2018**. You may also include a very brief statement, saying who you are and why you wish to be a parent governor (optional) in not more than [e.g. 200] words.



General Criteria for disqualification:

- Failure to attend meetings of the Governing Body for a continuous period of 6 months beginning with the date of the first meeting missed, without the consent of the Governing Body (excludes ex-officio governors)
- Is the subject of a bankruptcy restrictions order or an interim 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 a disqualification order or disqualification undertaking under the Company Directors Disqualification 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, or 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 charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body
- is included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people
- has barred from any regulated activity relating to children is subject to a direction of the Secretary of State under 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
- has been sentenced to three months or more in prison (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 two 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
- refuses a request by the clerk to make an application to the Disclosure and Barring Service (DBS) for a criminal records certificate.

Parent Governor

A person shall be disqualified for appointment or election as a parent governor if he is:

- a) An elected member of the LA
- b) Employed in any capacity at the school for more than 500 hours a year.