



QUEEN BOUDICA
PRIMARY SCHOOL

Queen Boudica Primary School
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Essex
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Head Teacher - Ms Clare Woodward

15th November 2017

Dear Parents/Carers,

PARENT GOVERNOR ELECTION

There is a vacancy for a parent governor on our school's governing body and I am writing to invite nominations to fill the vacancy.

Parent governors play an important role as members of the governing body, which is responsible for directing the conduct of the school and for promoting high standards of educational achievement. No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. The term of office for parent governors as determined by the governing body is four years. Training is available for all governors and those new to being a governor are encouraged to attend induction training.

If you would like to stand for election please arrange for the enclosed nomination form to be completed and returned to the school not later than **4pm on Wednesday 29th November 2017**.

Nominations must be from parents or carers with children at the school on the day that nominations close. Parents/carers putting their names forward are invited to provide some brief biographical details limited to not more than 100 hundred words suitable for inclusion in the ballot paper. Parents/carers who have paid employment in the school for 500 hours per academic year or more or who are elected members of the Local Authority are not eligible to stand in these elections.

The enclosed sheet summarises the qualifications to serve as a governor. Anyone standing for election must certify that he/she is not disqualified for any reason.

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 sincerely

Ms Clare Woodward
Headteacher

Enc.



Queen Boudica Primary School

Qualifications to serve as a governor as per the SGR 2012

A governor must be aged 18 or over at the time of his/her election or appointment and cannot hold more than one governorship at the same school.

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

- is subject to a bankruptcy restriction order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions 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 the Company Directors Act 1986

a disqualification order under the Companies Directors Disqualification (Northern Ireland) Order 2002

a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002

an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a county court administration order);

- has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on the grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of any body;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children;
- is disqualified from working with children or subject to a direction under section 142 of the Education Act 2002;
- is disqualified from working with children under sections 28,29, or 29A of the Criminal Justice and Court Services Act 2000;
- is disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding or providing day care;
- is disqualified from registration under Part 3 of the Childcare Act 2006;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before 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 5 years or more;
- has been convicted under section 547 of EA 1996 (nuisance or disturbance on school premises) or under section 85A of the Further and Higher Education Act 1992 (nuisance or disturbance on educational premise) during the 5 years prior to or since appointment or election as a governor;
- is employed at the school for more than 500 hours per academic year if wishing to stand for parent governor at the same school;
- is an elected member of the Local Authority (applies to parent and community governors only);
- has refused a request by the clerk to the governing body to make an application under section 113B of the Police Act 1997 for a criminal records certificate
- has been disqualified from holding office as a governor of this school due to failure to attend governing body meetings for a continuous period of six months



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NOMINATION FORM FOR THE ELECTION OF PARENT GOVERNOR

Name:

Address:

Telephone:

Pen Portrait (maximum 100 words)

I wish to submit my nomination for the election of parent governor.

I confirm (i) that I am willing to stand as a candidate for election as a parent governor and (ii) that I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations.

Signature

(Date)

Please return completed nomination forms to the school office by Wednesday 29th November 2017, no later than 4pm. Forms received after this time cannot be accepted.

