12th February 2021

Dear Parents/Carers

**Election of Parent Governor**

There are two vacancies on the Governing Body for Parent Governors. If you would like to become more involved in the running the school and shaping your child’s education an excellent way to do this is by joining the governors. The term of office for our parent governors is three years. If you are elected you may serve the full three years even if your child leaves the school before your term of office finishes.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor.

Just complete and return the form overleaf to the school office by 11am on Friday 26th February 2021. Another parent of a child at this school must sign the form in support of your nomination. Please give brief details about yourself (not more than 80 words) on the form overleaf. If an election is needed these will be copied and sent to other parents with the ballot papers on Tuesday 2nd March 2021. If there are no nominations, the governing body has the power to appoint parents to fill any vacancies.

Only parents of children registered at the school are entitled to stand or vote in the election. Each parent will be sent one ballot paper regardless of how many children they have at the school, and each parent will have one vote. The ballot will be secret and you will be notified of the result as soon as possible afterwards.

In most cases it will be obvious whether you are a parent, but to avoid uncertainty, for the purpose of the election of parent governor, a parent is:

* Someone who has parental responsibility\* **or**
* Someone who looks after the child on a day-to-day basis (but does not have “parental responsibility”)

\*You have “parental responsibility” if

1. You are the child’s natural mother **or**
2. You are the child’s natural father and

 **Either** you were married to the mother on the day of the child’s birth

 **Or** a court of law has given you parental responsibility

 **Or** the mother has formally agreed to share parental responsibility with you

 **Or**

1. The child lives with you as the result of a court order.

I would be happy to answer any questions you have regarding this letter.

Yours sincerely

Caroline T-Walmsley

Headteacher

KINGSWAY INFANT SCHOOL

NOMINATION FORM FOR ELECTION OF PARENT GOVERNOR Spring Term 2021

NAME …………………………………………………………………………………………..

ADDRESS ……………………………………………………………………………………………

 ……………………………………………………………………………………………

 ……………………………………………………………………………………………

I have a child at the school and hereby nominate myself for election as a governor of the school. Biographical details for inclusion in the voting paper are given below.

SECONDED\* BY: NAME …………………………………………………………………………………..

ADDRESS ……………………………………………………………………………………………

 ……………………………………………………………………………………………

 ……………………………………………………………………………………………

SIGNATURE ……………………………………………………………………………………………

\*The seconder must be a parent of a pupil at the school

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| BIOGRAPHICAL DETAILS (80 words maximum) |

SIGNATURE ………………………………………………………………… DATE ……………………………………………….

(**Completed nomination forms must be returned to school by Friday 26th February 2021**)

**Qualifications and disqualifications to serve as a school governor**

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 anybody;
* 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 premises) 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 or 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 6 months.