

Simon de Senlis Primary School

Hilldrop Road | East Hunsbury | Northampton NN4 0PH
01604 661 011 | info@simondesenlis.org | www.simondesenlis.org

Headteacher: Joanne Fennelly
Deputy Headteachers: Rachel Rosevear



13th January 2020

Dear Parents and Carers,

Nominations for Parent Governors

I am writing to inform you that there are three vacancies for parent Governor to serve on the school's Governing Body. We are very keen to encourage parents and carers of registered pupils to nominate themselves or others to become part of our Governing Body.

Parent Governors are elected by other parents and are vital to our Governing Body. They share equal responsibility with other Governors for the task of carrying out the Governing Body's wide range of responsibilities, for both the conduct of the school and for promoting high standards. The Governing Body carries out its role by helping to set the vision for the school and then ensuring that the school works efficiently and effectively towards achieving this vision by building a thorough knowledge of the school and local community, supporting and constructively challenging the school, and ensuring accountability and compliance.

Whilst experience of matters relating to education is useful, you do not have to be an expert on education to be a school Governor. However, you will be required to demonstrate skills and experience that will enhance governance of the school, a commitment to undertake training and a willingness to engage in the life of the school.

Before you decide to nominate someone, or indeed stand yourself, you may want to know a bit more about what is involved. Currently, the governing body is particularly interested in recruiting Governors who have expertise in education, financial and commercial oversight and/or Health and Safety experience. But more important are the personal skills and commitment set out below.

Governors need an ability to be able to build relationships with a range of people, to work as part of a team, to be able to question, and to make connections between different types of information. If you join our Governing Body, you will serve for a four-year term and you can continue to the end of the four years even if your child leaves the school in the meantime. Being a Governor does take time. You will need to set aside time to be able to be an effective Governor: time to prepare for meetings, visit the school and undertake training.

You will be expected to:

- attend six meetings of the full governing body in a year
- sit on a committee and attend the meetings which are usually three or four times a year
- visit the school formally for monitoring purposes at least twice a year
- commit to attend training courses, perform additional research as required and take part in monitoring at least one area within the school

In return, our governing body commits to:

- provide you with a structured induction
- provide access to quality training
- provide you with an experienced governor as mentor

Simon de Senlis Primary School



If you would like to find out more about being a Governor at our school, please email your contact details to alison.hawkinssmith@simondesenslis.org at the school and they will be passed on to Indy Shokar, acting Chair of Governors, who is more than happy to have a conversation and answer any questions you may have.

If you are interested in standing for election as a parent governor, Application/Nomination forms are attached and copies are available from the school office. If you wish to nominate another parent, please obtain their permission first.

Application forms should be returned by Friday 24th January 2020

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

I look forward to hearing from you.

Yours sincerely

Joanne Fennelly
Headteacher

Parent Governor Election Form

Section One – To be completed by the candidate				DfE No.			
School Name:							
Title:			Surname:				
Forename(s):							
Any other forename(s) used:							
Address:							
Post Code:				Daytime Tel:			
Date of Birth:				Evening Tel:			
Mobile:				E-mail:			
<p>Personal statement (no more than 500 words)</p> <p>This is the section that will get sent out to parents for the election. It should state your past experience and the skills you would bring to the role, why you are interested in being a Governor and the impact you could have. The only part missing from the information we currently have is the skills/experience part. The red guidance here will of course be deleted so please edit/amend as appropriate.</p>							
<p>Continue on a separate sheet and attach to this form if necessary</p>							

Data Protection Act

Personal data supplied on this form may be held on computer systems, both live and test, and will be used in accordance with the Data Protection Act 1998 for statistical analysis, management, planning and in the provision of services by the County Council and its partners. The information will be held in accordance with the Council's records management and retention policy.



Declaration of Eligibility

I declare that I have read and understood the **Appointment of School Governors – Qualifications and Disqualifications** and I am not disqualified from serving as a governor on a school governing body. If I become disqualified I will give notice of the fact to the clerk to the governing body.

Signed:

Date:

The following Inclusion questions are optional. (We collect this information for monitoring purposes only). Please tick the appropriate boxes.

I am: Male ☐ Female ☐ I consider myself to be: Disabled ☐ Non-disabled ☐

What is your ethnic group? Choose one section from (a) to (e) then tick the appropriate box to indicate your cultural background or complete the Any Other section:

<p>(a) White:</p> <p><input type="checkbox"/> British</p> <p><input type="checkbox"/> Irish</p>	<p>(b) Mixed</p> <p><input type="checkbox"/> White/Black Caribbean</p> <p><input type="checkbox"/> White/Black African</p>	<p>(c) Asian/Asian British</p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistani</p>	<p>(d) Black/Black British</p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> African</p>	<p>(e) Chinese</p> <p><input type="checkbox"/> Chinese</p>
---	--	---	--	--

Any other – please specify:

Section Two – To be completed by the person nominating the candidate (who must be the parent or carer of a pupil at the school and must **not** be the spouse or partner of the candidate)

Forename: Surname:

Address:

Signature:



Section Three – To be completed by the clerk or their representative at the end of the appointment process

Date of appointment/election:			
--------------------------------------	--	--	--

Name:		Date:	
-------	--	-------	--

Email:		Contact No:	
--------	--	-------------	--

Any other information:			
------------------------	--	--	--



Rules regarding eligibility of becoming a governor

I declare that I am not disqualified from serving as a school governor and that:

I am aged 18 or over at the date of this election or appointment

I am not applying to be a governor at a school from which I have been disqualified in the last 12 months

I am not a bankrupt or subject to a disqualification order under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986; (failure to pay under county court administration order)

I have not been removed from the office of a trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement or, under section 7 of the Law Reform (Miscellaneous Provision) (Scotland) Act 1990 from being concerned in the management or control of any body

I am not included in the list of teachers and workers prohibited or restricted from working with children or young persons

I am not disqualified from being an independent school proprietor, a teacher, or other employee by the Secretary of State

I have not been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a governor

I have not received a prison sentence of two and a half years or have in the 20 years before becoming a governor

I have not at any time received a sentence of 5 years or more

I have not been fined in the five years prior to becoming a governor for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor

I am not subject to a disqualification order under the Criminal Justice and Court Services Act 2000

I will not act as clerk to governors whilst on the same governing body