

SINGLETON C.E. PRIMARY SCHOOL



Charlton Road
Singleton
West Sussex
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Phone: 01243 811679
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www.singleton.w-sussex.sch.uk
Headteacher: Mr Christopher Todd MA(Ed)

15th May 2019

Dear Parent/Carer,

Election of Parent Governor

The instrument of Government for this school provides for the appointment of parent governors who are elected by the parents of pupils registered at the school and who themselves are parents at the time when they are elected. The term of office provided by the instrument is two years.

There will shortly be 2 vacancies for parent governors on the governing body. If you wish to stand for election as a parent governor of the school, please complete the nomination form (on the reverse) and return to the school office by 9.00am on Tuesday 11th June 2019. If two or more nominations are received, I shall send all parents voting papers, which will include the candidates' election statements.

I have enclosed a summary of the Regulations concerning the qualifications and disqualification connected with the office of governor. Please read these carefully. If you have any queries about them or about the procedure, I shall be pleased to answer them.

Yours sincerely,

Christopher Todd
Headteacher

Disqualification Criteria and Vetting

In the interest of safeguarding children it will be necessary for your application to undergo a vetting process. Criminal records may be disclosed because being a governor is covered by the Rehabilitation of Offenders Exemption Act.

The following text summarises the qualification and disqualification regulations. Please seek advice if you think you may be affected.

A governor must be aged 18 or over at the time of their election or appointment. A registered pupil of the school cannot be a governor. A person cannot hold more than one governorship at the same school.

A Person is disqualified from holding or from continuing to hold office as a governor or associate member if they:

- Are detained under the Mental Health Act 1983;
- Have failed to attend meetings for six months;
- Are bankrupt;
- Are subject to a disqualification order or disqualification undertaking under companies legislation or an order concerning insolvency;
- Have been removed from the office of trustee for a charity on grounds of misconduct or mismanagement or from being concerned in the management or control of any body;
- Are included in the list of those considered by the Secretary of State as unsuitable to work with children;
- Are subject to a direction of the Secretary of State under section 142 of Education Act 2002;
- Are disqualified from working with children or from registration for child minding or providing day care;
- have received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
- have received a prison sentence of 2.5 years or more in the 20 years before becoming a governor;
- have at any time received a prison sentence of five years or more;
- have 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;
- refuse to make an application for a criminal records certificate.

In addition a person is disqualified from election or appointment as a **parent governor** if they are an elected member of the LA or if they work at the school for more than 500 hours in any year. In addition a person may not be **appointed** as a parent governor unless they are a parent of a registered pupil at the school, or if that is not possible, a parent of a former pupil of the school, or if that is not possible, a parent of a child of or under compulsory school age.



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Nomination Form for Parent Governor

(Mr/Mrs/Miss/Ms) _____ (full name) of

(Full address) _____

Telephone Number (Home) _____ (Work) _____

Parent/Legal Guardian of _____ (child's name)

I wish to stand for election as a parent governor of the above school. The following two parents or legal guardians of children attending the school support my nomination:

Signature

Address

1. _____
(name) _____

2. _____
(name) _____

Brief election statement:

I have read and understood the regulations concerning the qualifications and disqualification connected with the office of governor. Nothing within these regulations applies to me.

Signature of Candidate: _____ Date: _____

Please return completed nomination form to the Headteacher of the school to arrive not later than 9.00am on Tuesday 11th June 2019

