Chadsgrove School
& Specialist Sports College

Ofsted Outstanding School 2015|2016

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CATSHILL
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WORCS
B61 0JL

26th October 2018

Dear Parents/Carers

The governing body is responsible for both the conduct of the school and for promoting high standards. The governing body carries out its role by setting the vision for the school and then ensuring that the school works efficiently and effectively towards achieving its vision. It does this by building a thorough knowledge of the school and its community, by both supporting and constructively challenging the school, and by ensuring accountability and compliance. The governing body of our school is made up of parent governors, staff governors, an LA governor and co-opted governors.

A vacancy has arisen for one parent governor on our governing body. The governing body is asking you to nominate someone with parental responsibility for a child at the school. If it receives more than one nomination, then a ballot will be held. If you would like to nominate someone please return the attached form to the school no later than **Monday 26th November 2018**.

Please note that you are not eligible to be a parent governor if you are

a) an elected member of the Local Authority
b) paid to work at the school for more than 500 hours in any twelve month period commencing 1st August and finishing 31st July.

Under the terms of the School Governance (Constitution) (England) Regulations 2007, there are certain circumstances whereby individuals are disqualified from holding office as attached.

Before you decide to nominate someone, or indeed stand yourself, you may want to know a bit more about what is involved. Governors need not be experts in the field of education. What they do need is an interest in the school and in the welfare of our children and the time and willingness to get involved. The skills you have can be very useful to the governing body. Our Governors have a strong skill set and we are looking to compliment these, particularly in the areas of project management, business and enterprise skills, financial management and knowledge of the local/regional economy. If you are someone with any of the required skills, would you consider applying? Governors also need what is known as 'soft skills' – the ability to be able to build relationships with a range of people, to be able to work as part of a team, to be able to question, and to make connections between different types of information. All governors are expected to be able to read straightforward budget reports and data on school standards.

Our governing body expects governors to

- attend six meetings of the full governing body over the academic year
- sit on the Premises or Finance committee and attend the meetings which are usually held once a term
- visit the school formally for monitoring purposes at least twice a year

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
- provide informal feedback on your contribution to the governing body on a bi-annual basis

If you would like to find out more about how you can contribute to governance at our school, please email me with your contact details and I will pass on your details to the chair who will then arrange a time for a conversation.

Yours sincerely

Jacqueline Pitt
Clerk to the Governing Body

Email: jp117@chadsgrove.worcs.sch.uk

Under the terms of the School Governance (Constitution) (England) Regulations 2007, individuals are disqualified from holding office if they:

- are detained under the Mental Health Act 1983;

- are subject to a bankruptcy restriction order or an interim order;

- are subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986 or a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989 or a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002 or to an order made under section 429 (2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order);

- have been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of any body;

- are included in the list of list of people considered by the Secretary of State as unsuitable to work with children;

- are disqualified from registration for childminding or providing day care;

- are disqualified from registration under Part 3 of the Childcare Act 2006;

- have been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor;

- have received a prison sentence of $2^1/_2$ years or more in the 20 years before becoming a governor;

- have at any time received a prison sentence of 5 years or more;

- have been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor;

- refuse an application being made to the Disclosure & Barring Service for a DBS certificate.

ELECTION OF PARENT GOVERNORS NOMINATION FORM

Name of Nominee .....

Address .....

.....

Signature of nominee *Confirming willingness to stand* ..... Date .....

The above named parent has a child at the school, is willing to serve if elected, and I would like to nominate him/her for appointment as a Parent Governor of the school. (**Not required in the case of self-nomination.**)

Nominated by ..... Date .....

Signature and address .....

.....

Seconded by ..... Date .....

Signature and address .....

.....

Information about the nominee which he/she would like printing on the voting papers

Completed nomination forms must be returned to the school by ***Monday 12th November 2018***