

Our Ref: RBR/FSC-0611PGE

Friday 6th November 2020

Dear Parents and Carers

Parent Governor Election 2020

I am writing to invite you to stand for election as a Parent Governor, or to nominate another parent to do so. There is currently one Parent Governor vacancy on the Baysgarth School Governing Board to be filled.

Parent Governors are elected by and from other parents and are vital to our Governing Board. They share equally with other Governors the responsibility for carrying out the Governing Board's wide range of responsibilities and play an important role as members of the Governing Board, which is responsible for promoting high standards of educational achievement. The term of office for Parent Governors, as determined by the Governing Board, is four years.

Governors do not run the school day to day, as their role is at the strategic or policy-making level in the school. You do not have to be an expert in education to be a School Governor, and we value the experience that all Governors bring to the role. Training is available for all Governors and those new to the role are encouraged to attend induction training.

It is important Parent Governors have a keen interest in the school, are prepared to play an active part in the Governing Board's work, regularly attend Board Meetings and are willing to attend Governor training. Brief details on the role of Governors can be found below (Appendix A).

We would particularly welcome nominations or self-nominations for Parents or Carers with the following skills:

- ability to work in partnership with the Head Teacher, Senior Leadership Team and co-operatively with other Governors to raise standards and improve outcomes for all children;
- listen impartially to concerns raised by Parents and Carers;
- guide Parents and Carers about appropriate lines of action and procedures;
- present a balanced view of issues, representing different sections of the community.

If you would like to stand for election, please complete our online Nomination Form [HERE](#) from **Monday 9th November** and submit your application no later than **4pm on Friday 20th November 2020**. If nominating another parent, please seek their prior consent.

Nominations or self-nominations must be from Parents or Carers with children at the school on the closing date for receipt of nominations or self-nominations. Parents or Carers putting their names forward are invited to provide a brief personal statement limited to not more than 60 words identifying your suitability for the position. If a ballot is needed this statement will be sent to the other parents at the school with the ballot paper. Parents and 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.

If you scroll down, you will find a Declaration of Eligibility (Appendix B), which summarises the qualifications to serve as a Governor. Anyone standing for election must certify that he/she is not disqualified for any reason on the nomination form. Please note it is a requirement of this Local Authority that all volunteers who seek appointment or reappointment to School Governor positions must have a Disclosure and Barring Service (DBS) check in accordance with the guidance on child protection and the requirements of the Local Safeguarding Children's Board.

On the closing date for the receipt of nominations, where the number of candidates is the same as or fewer than the number of vacancies, all candidates will be duly elected unopposed. If, however, there are more candidates than vacancies, an election by secret ballot will be held and voting papers will be sent to all Parents and Carers in the school with details of the ballot procedure.

If you would like to know a little more about becoming a Parent Governor, you are welcome to contact me at the school.

We look forward to receiving nominations!

Yours faithfully



Richard Briggs
Head Teacher



Appendix A: Brief Details of the Role of Governors

The Governing Board of Baysgarth School

Background

School Governors represent the largest volunteer force in the country with approximately 1% of the adult population serving in this capacity at any one time. The Governing Board of Baysgarth School has 14 Governor positions, of which two are for Parent Governors. Parent Governors are elected by their fellow parents and are vital to a Governing Board because they ensure that the other Governors are kept in touch with the concerns and issues of most importance to our parents and students.

Characteristics and Role of School Governors

Governors are people who wish to make a positive contribution to the school and the education of its children. They will contribute to the strategic direction of the school and have an effective input toward the educational achievements of its pupils.

The Board's overriding responsibility is to work in partnership with the Head Teacher to promote continuous improvement in the performance of the school. In partnership with the Senior Leadership of the school, the Board establishes the school's development plan, the setting of challenging but achievable targets and an understanding of information to assess progress and determine appropriate action. Aligned to its improvement role, the governing Board is there to provide the right balance between supporting and challenging the performance of both the Head Teacher and the school.

It is important to note that a Parent Governor is not elected to represent the views of the Parents and Carers and on the Governing Board. The key purpose of the Parent Governor is to work in partnership with the Head Teacher and other Governors to strategically manage the school in order to promote the drive towards achieving the school's Vision and Mission.

Training and Support

The Local Authority values the voluntary contribution of its Governors and provides a high-quality training and support service. Governors are able to access this support in a variety of ways including training courses, access to online training, Governors News (magazine produced by the Local Authority), termly chairs' briefing sessions, complemented by professional support and advice from the clerking service. We endeavour to keep School Governors informed of developments in education policy and current best practice. All new Governors are expected to attend a Governor Induction Course during their first year.

Becoming a Parent Governor

Being a Parent Governor can be stimulating, enjoyable and rewarding. If you have the enthusiasm and desire to become closely involved in the school and its community, then please consider putting yourself forward for vacancies that arise. Parent Governors are an important component in achieving an effective and well-balanced Governing Board.

To discuss the role further, please contact Richard Briggs, Head Teacher, on 01652 632567, or via head.baysgarth@baysgarthschool.co.uk



Appendix B: Declaration of Eligibility to Serve on a School Governing Board

Qualifications and disqualifications (regulation 17 and Schedule 4 to the Regulations) School Governance (Constitution) (England) Regulations 2012 or the School Governance (Federations) (England) Regulations 2012.

Grounds for disqualification fall into three broad categories:

- general grounds;
- grounds that apply to particular categories of Governor; and
- grounds that arise because of particular failings or actions on the part of the Governor.

All the grounds for disqualification apply also to associate members except that associate members can be registered pupils at the school and can be under 18.

General Grounds

- Registered pupils cannot be Governors.
- A Governor must be aged 18 or over at the time of election or appointment.
- A person cannot hold more than one Governor post at the same school at the same time.

Grounds that apply to particular categories of Governor

A person is disqualified from being a **Parent Governor** if they are an elected member of the Local Authority or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve-month period at the time of election or appointment.

A person is disqualified from being a **Local Authority Governor** if they are eligible to be a staff Governor at the school.

A person is disqualified from being a **Partnership Governor** if they are:

- a parent of a registered student at the school;
- eligible to be a Staff Governor at the school;
- an elected member of the Local Authority; or
- employed by the Local Authority in connection with its education functions.

Grounds that arise because of particular failings or actions on the part of the Governor

A person is disqualified from being a Governor of a particular school if they have failed to attend the meetings of the Governing Board of that school for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the Governing Board. This does not apply to the **Head Teacher** or to **Foundation Governors** appointed by virtue of their office.

A **Foundation, Local Authority, Co-opted or Partnership Governor** at the school who is disqualified for failing to attend meetings is only disqualified from being a Governor of any category at the school during the twelve-month period starting on the date on which they were disqualified.

A person is disqualified from holding or continuing to hold office as a Governor of a school if, in summary, that person:

- is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order; an interim debt relief restrictions order; or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced;
- is subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986; a disqualification order under the Companies (Northern Ireland) Order 2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- has been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustee 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 or young people;
- is barred from any regulated activity relating to children;
- is subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008;
- is disqualified from working with children or from registering for child-minding or providing day care;
- is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State;
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a Governor or since becoming a Governor;
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a Governor;
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more;
- has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a Governor;
- refuses a request by the Clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.

Anyone proposed or serving as a Governor who is disqualified for one of these reasons must notify the clerk to the Governing Board.

Please indicate on your nomination form to confirm you have read and understood the Declaration of Eligibility.

