

Dear parents/carers,

We are in a position to formally elect a Parent Governor onto the Governing Body. The Governors are asking you to nominate someone with parental responsibility for a child at school age.

When nominating someone or yourself, you may want to know more about what is involved; Governors do not need to be experts in the field of education, what is needed is an interest in the welfare of pupils, together with the time and willingness to be involved. Your skills may be very useful as part of the Governing Body. Governors need to build relationships with a range of people, to be able to work as part of a team, to be able to question and the ability to make connections between different types of information. All Governors are expected to be able to read straightforward reports and data on school standards.

The Governing Body is responsible for the conduct of the school and for promoting high standards. It carries out its role by supporting the vision for the school and ensuring that the school works effectively towards achieving the vision. It does this by building a thorough knowledge of the school and its community, by supporting and constructively challenging the school.

The Governing Body is made up of Parent Governors, Staff Governors and Co-opted Governors who are expected to:

• Attend one meeting a term.

• Visit the school formally for monitoring purposes, at least once a term.

• Attend training courses, perform additional research as required and take part in monitoring of

at least one area of the school’s work.

In return, our Governing Body commits to:

• Provide you with a structured induction

• Provide access to quality training via Manchester City Council/Salford Diocese

• Provide informal feedback on your contribution to the Governing Body on an annual basis

If you are interested in applying for the role, please complete the nomination form attached below and return it to Chair pf Governors c/o St Anne’s RC Primary School or by email to [admin@st-annes-pri.manchester.sch.uk](mailto:admin@st-annes-pri.manchester.sch.uk) by **4pm on Friday 8th October**. If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this.

Best wishes,

Mrs Shore

Headteacher



**Election of Parent Governor at St Anne’s RC Primary School**

**Enter IN BLOCK CAPITALS the name and address of the person nominated for election:**

**Name:** …………………………………………………………………………………………………………………………………………………………….

**Address:** …………………………………………………………………………………………………………………………………………………………

**Signature of person nominated:** …………………………………………………………………………………………………………………….

**Signature of proposer (if different to above):** ………………………………………………………………………………………………..

**Name and address in BLOCK CAPITALS of proposer (if different to nominee):**

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**Personal Statement (maximum 250 words)**

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I wish to submit my nomination for the election of Parent Governor

I confirm that:

* I am willing to stand as a candidate for election as a Parent Governor
* I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations.

Signature: …………………………………………………………………………… Date: ………………………………

Completed nomination forms must be returned to **Chair of Governors, c/o St Anne’s Primary School** or by email to **admin@st-annes-pri.manchester.sch.uk by 4pm on Friday 8th October.**

**GOVERNOR DISQUALIFICATION CRITERIA**

**PARENT GOVERNORS**

A person is disqualified from holding office as a Parent Governor or if he or she:

1. is subject to a bankruptcy restriction order, an interim bankruptcy restriction or an interim order, a debt relief restrictions order, an interim debt relief restrictions order
2. has had their estate sequestrated and the sequestration order has not been discharged, annulled or reduced is subject to:
3. a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986
4. an order made under Section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order)
5. has 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
6. is included in the list of people considered by the Secretary of State as unsuitable to work with children or young people
7. is barred from any regulated activity relating to children
8. is subject to a direction under Section 128 of the Education and Skills Act 2008
9. is disqualified from working with children or from registering for child-minding or providing day care
10. is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
11. has been sentenced (without the option of a fine) in the five years before becoming a Governor or since becoming a Governor
12. has received a prison sentence of two years or more in the 20 years before becoming a Governor
13. has at any time received a prison sentence of five years or more
14. has been fined for causing a nuisance or disturbance on school premises during the five years prior to election as a governor
15. Refuses a request to make an application for an enhanced criminal record certificate (DBS check).

**I confirm that I have read the criteria above and that I am not disqualified from serving as a Governor**

**I confirm that the information I have provided on my nomination form is accurate.**

Name: …............................................................ ………………………………..

Signed: ………………………………………………..…………………………………………… Date: …………………………………….