



Jennett's Park CE Primary School

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Dear Parent or Carer

Notice of Election of Parent Governor

I am writing to let you know that the Governing Body of Jennett's Park CE Primary School has a vacancy for a parent governor. I would like to invite parents who would like to stand for election as a parent governor to put their names forward.

To be a parent governor you must have parental responsibility for or fulltime caring for, a registered pupil at the school on 1 September 2023. A person is disqualified from election or appointment as a parent governor if they are an elected member of the local authority (a Councillor) or if they work at the school for more than 500 hours in a consecutive period of 12 months (at the time of their appointment).

We know that parents are interested in the education of their children and share the school's commitment to ensuring the best possible education and opportunities for the pupils. One of the most significant ways to build on this is to volunteer to be a parent governor. The role of a governor is both rewarding to the individual and invaluable to the school, and is significant in supporting the main role of the Governing Body which is to provide the strategic direction for the school, to hold the Headteacher to account and to ensure that the school budget is well spent. As a governor you should be someone who embodies the schools core values, is passionate about the direction of the school, is committed to the wellbeing of the community and be able to a commitment to support its ongoing development; support and training is provided.

Currently, the Governing Body is not looking to recruit any specific skills however an experience and knowledge of HR or legal experience or experience in change management would be warmly welcomed. Experience of working on committees and understanding diverse issues would also be advantageous but is not essential. Having said both of these things, the most important things a parent governor can bring to the Governing Body are commitment and time, enthusiasm and a willingness to work as part of a team!

School governors are bound by certain rules regarding the role and their conduct. They are expected to attend meetings and take an active part so as to enable the governing body to make informed decisions. Governing Body meeting are held at least 2 times a term, start at 6.30pm and last approximately two hours. All governors are expected to attend these meetings.

There are also three standing committees: each of which meets at least once a term. Governors are expected to be on at least one committee and attend the meetings. New governors may attend meetings of all committees before deciding which one to join. You may also be asked to take part in working group meetings or to take on particular tasks in relation to the work of the governing body and the school as required.

Bracknell Forest Local Authority offers induction training to explain fully the role of a Governor. This is free to all governors and there is an expectation from the local authority that governors will attend. In addition, Bracknell Forest Governor Services provide training sessions to enable governors to improve their own



knowledge and skills and perform their governor duties better; if you are successfully appointed these courses are available to you free of charge.

Further information on what being a governor would involve can be found via the link <https://www.bracknell-forest.gov.uk/schools-and-learning/schools/school-governors> You are also very welcome to contact one of our current governors to obtain more information. Alternatively you can send me an email and I will be happy to answer any questions you may have clerk@jennetts.bonitas.org.uk.

If you are eligible, and wish to stand for election as a parent governor, you should complete the nomination form accompanying this letter and compose a personal election statement. Please return these documents to the school in a sealed envelope marked for the attention of the "Returning Officer" or electronically to ddeykin@bonitas.org.uk by **9.30am on Monday 16th October 2023**. Nomination forms must be received by **9.30am on Monday 16th October 2023**; nominations submitted after this date and time will not be accepted.

Once nominations have been received the Chair of Governors will arrange to meet with you to discuss the role further and confirm your eligibility.

If the number of eligible nominations received does not exceed the number of vacancies, those nominated will be appointed without a ballot. If there are more nominations than vacancies a ballot will be held. Prospective nominees are advised that they will be subject to a check by the Disclosure and Barring Service. Full details of eligibility and disqualification criteria are attached to this letter.

As a parent we would ask you to please give serious consideration to standing for election even if you do not have experience in the areas mentioned and wish you luck with your application!

Yours sincerely

Dawn Deykin

Returning Officer

Dawn Deykin – clerk@jennetts.bonitas.org.uk

Clerk to the Governing Body, Jennett's Park CE Primary School.



DISQUALIFICATION CRITERIA

A person is disqualified from holding or from continuing to hold office as a governor or associate member if he or she:

- Fails to attend meetings of the Governing Body for a continuous period of 6 months beginning with the date of the first meeting missed, without the consent of the Governing Body (excludes ex-officio governors)
- is the subject of a bankruptcy restrictions order or an interim 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 Part 2 of the Companies (Northern Ireland) Order 1989, 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 charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, 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 teachers or workers 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 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
- has been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor
- has received a prison sentence of two years or more in the 20 years before becoming a governor
- has at any time received a prison sentence of five years or more
- has 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
- refuses a request by the clerk to make an application to the Disclosure and Barring Service (DBS) for a criminal records certificate.

In addition there are eligibility criteria for the different categories of governor.

