



Bishopstone Church of England School, Bishopstone, Swindon, Wiltshire, SN6 2PW



Telephone 01793 790521

head@bishopstone.swindon.sch.uk

admin@bishopstone.swindon.sch.uk

www.bishopstoneschool.org

7th March 2017

Dear Parent or Guardian

ELECTION OF PARENT GOVERNORS

I am writing to tell you that there is a vacancy for a Parent Governor on the Governing Body of Bishopstone Church of England Primary School and to invite parents, guardians or foster-parents who would like to be appointed to put their name forward.

Parent Governors are elected by and from the parents, guardians and foster parents of registered pupils at the school, for a four year term. Parent Governors share equally with other members of the governing body the responsibility for carrying out the governing body's legal responsibilities. The position of school governors has always been an important one that is vital to the effective running of the school and is a means of giving worthwhile service to the community.

If you wish to stand for election as a Parent Governor, it is necessary for you to be proposed by a parent, guardian or foster carer of a pupil registered at the school and to be seconded by another parent, guardian or foster carer of a pupil registered at the school. The proposer and seconder should indicate their support for you by signing the attached nomination form (Form PG2). All nominations should be returned to me via the school **by Friday 24 March**. You may also like to include some detail about yourself and why you would like to become a governor (no more than five hundred words) to support your nomination. This will be used if there is a need for an election by secret ballot. This will only take place if there are more nominations than there are vacancies.

There are some circumstances that disqualify an individual from serving as a school governor and these are listed on the back of this letter. Please ensure that you read through these.

If you require any further information about the role of a governor please contact Swindon Governor Support on 01793 463876 or ask at school (Miss Lindsay, Mr Anley and Sue Tremlin are current governors). Governor information is also available on the school website - <http://www.bishopstoneschool.org/about/our-governors> and <http://www.bishopstoneschool.org/about/our-policies>

Yours sincerely

Margaret Whitaker

Clerk to the Governors



Headteacher Miss Emma Lindsay





Form PG1A

DISQUALIFICATIONS

A Governor must be aged 18 or over at the time of their election or appointment. There is no upper age limit for serving as 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 he or she:

- fails to attend the governing body meetings – without the consent of the governing body – for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex officio governors);
- is subject to a bankruptcy restriction order or an interim order, debt relief restrictions order, an interim debt relief restrictions order;
- has had their estate sequestrated and the sequestration order has not been discharged, annulled or reduced;
- is subject to:
 1. a disqualification order or disqualification undertaking under the Company Directors Act 1986
 2. a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989
 3. a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
 4. an order made under Section 492(2) (b) of the Insolvency Act 1986 (failure to pay under a County Court administration order);
- 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 anybody;
- 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;



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- 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 to allow an application to the Disclosure and Barring service (DBS) for a criminal records certificate.

A person is also disqualified from election or appointment as a parent governor of a school if they:

- are an elected member of the Local Authority (a Councillor).
- 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 a school year (at the time of election or appointment).

Form PG2

SCHOOL: Bishopstone Church of England Primary School

NOMINEE: I, (names in full) _____

of (address, including postcode) _____

Telephone Number: _____

Email Address: _____

would be prepared to stand as a candidate in the election for Parent Governor(s) to serve on the Governing Body of the above named school. I have noted the disqualifications, none of which apply to me. I am a parent/guardian/Foster Carer of the following pupil(s) who are registered at the school:

Name/s: _____

Date of Birth: _____ Year Group: _____



Headteacher Miss Emma Lindsay



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Signed: _____ Date: _____

PROPOSED BY: (full name) _____

Parent/Guardian of: (name(s) of pupil(s)) _____

Year Group _____

Signed: _____ Date: _____

SECONDED BY: (full name) _____

Parent/Guardian of: (name(s) of pupil(s)) _____

Year Group _____

Signed: _____ Date: _____

This form should be returned to the Clerk to the Governing Body, via the School Office, by **FRIDAY 24 MARCH.**



The information supplied by the nominee, if they are elected, will be held by the Clerk to Governors. Although the information will be passed to Governor Support at Swindon Borough Council, who are required by law to keep a record of all Swindon school governors, it is held on a password protected database. The information will only be shared with other Council departments on a strictly necessary basis and will not be supplied to anyone outside the Council under any circumstances.



Headteacher Miss Emma Lindsay

