

# St Monica's R.C. High School

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Headteacher: Mr C Foley MA Hons (STA) PGCE



1<sup>st</sup> September 2020

Dear Parent or Carer

## PARENT GOVERNOR ELECTION

As St Monica's RC High School is scheduled to convert to academy status in the near future, a Local Governing Board will need to be constituted. This Board will consist of:

- 4 Foundation Governors – Appointed by the Salford Diocese
- 1 Headteacher Governor – by virtue of the post (ex officio)
- 2 Parent Governors – to be elected
- 1 Staff Governor – to be elected.

Parent governors are welcomed as valued members of the Local Governing Board and play an important role; the Local Governing Board works together as a group, meeting fully at least once every term, along with sub-committee meetings per term and occasionally attending other activities. They are responsible for the direction of the academy at a local level, promoting high standards and ensuring our resources are used effectively. Life as a governor is interesting and varied and we feel sure that there are parents prepared to take on this important role to help us continue to improve the school's performance.

Training and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training, and those new to being a governor are expected to attend induction training. The term of office for parent governors is 4 years. For further information about the role please get in touch with Mrs Collier, Deputy Returning Officer, by email [h.collier@stmonicas.co.uk](mailto:h.collier@stmonicas.co.uk) or telephone 0161 773 6436 Ext 205, who will be happy to help.

If you would like to stand for election, please complete and sign the enclosed nomination form and return to the school office or email to [h.collier@stmonicas.co.uk](mailto:h.collier@stmonicas.co.uk) no later than **12 noon on Tuesday 8<sup>th</sup> September**. If you wish, you can include a few details about yourself and why you would like to become a governor (not exceeding 100 words). This will then be shared with all parents to help them decide who to vote for if an election is required. An election, by secret ballot, will be held if more nominations are received than the number of vacancies. If an election is needed, details of the procedure will be sent to all parents on Tuesday 8<sup>th</sup> September.

Nominations must be from parents or carers with children at the school on the day that nominations close. The enclosed sheet summarises the disqualification criteria to serve as a governor. Anyone standing for election must certify that he/she is not disqualified for any reason. Parents/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.

Yours sincerely

Mrs H Collier (Deputy Returning Officer)

For and on behalf of Mr J Costello, Chair of the Local Governing Board (Returning Officer)

## PARENT GOVERNOR NOMINATION FORM

I wish to serve as a Parent Governor and to be a candidate if an election is necessary. I have read the rules regarding the eligibility to become a governor which I received with the nomination form and I confirm that I am eligible to serve as a School Governor.

Please enter IN BLOCK LETTERS your name and address. (You must be the parent/carer of a child registered at St Monica's RC High School):

Name

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Address

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Signature of nominee

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Parent /Carer of (Name of Child/ren)

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Signature of proposer

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Name and address

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Parent /Carer of (Name of Child/ren)

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Signature of seconder

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Name and address

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Parent /Carer of (Name of Child/ren)

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We would ask that you include a few details about yourself and why you would like to become a governor (not exceeding 100 words).

## **Who is eligible to stand as a parent governor and vote in the elections?**

All 'parents' may stand as parent governors, providing they are not disqualified from holding office as a governor; see the disqualification criteria below.

Parents include:

- the parents (natural or adoptive);
- any individual who has, or has had, 'parental responsibility for, or cares or has cared for, a child or young person under the age of 18';
- a person who the child lives with and who looks after the child, irrespective of what their relationship is with the child - e.g. step-father, grandparents, other relatives, cohabitees and foster parents. NB This must be someone involved in the full-time care of the child on a settled basis.

## **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 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, an interim bankruptcy restriction order, a debt relief order or an interim debt relief order;
- has had his or her estate sequestrated and the sequestration order has not been discharged, annulled or reduced;
- is subject to:
  - i. a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986
  - ii. a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989
  - iii. a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
  - iv. an order made under Section 429(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 any body;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children;
- is disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
- is disqualified from registration for childminding or providing day care;
- is disqualified from registration under Part 3 of the Childcare Act 2006;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (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-and-a-half 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 DBS check.