

17th December 2021

Dear Parent/Carer

SCHOOL GOVERNING BODY - PARENT GOVERNOR ELECTIONS

There is a vacancy for a parent governor on the school's governing body. The term of office is 4 years.

The governing body plays a significant part in the development and running of the school and as such, parent governors play an important role as members of the governing body helping to form policy, set priorities and manage the budget.

Governing bodies have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the headteacher to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work, attending a minimum of 6 meetings per year and preparing and reading reports and data. Each Governor takes responsibility for one or two roles and this requires a further commitment to meet with staff in school. Training is available for all governors and this governing body has an expectation that those new to being a governor attend induction training. A DBS check is mandatory.

I am therefore writing to invite you either to nominate yourself or to nominate a parent/parents to fill the vacancy. A nomination form is enclosed (additional forms are available from the school office). If you would like to nominate someone please return the completed form to the school office or by email to governorclerk@bewdleyprimary.school.worcs.sch.uk by Friday 7th January 2022

The person nominated must be a parent of a registered pupil at the school

Please note that you are not eligible to be a parent governor if you are:

- a) an elected member of the Local Authority
- b) paid to work at the school for more than 500 hours in any twelve month period.

No parent may propose and/or second more nominations than there are vacancies. Parents being nominated are invited to give on the nomination form some brief biographical details suitable for inclusion in the voting paper.

Under the terms of the School Governance (Constitution) (England) Regulations 2012, there are certain circumstances whereby individuals are disqualified from holding office and those are detailed overleaf.

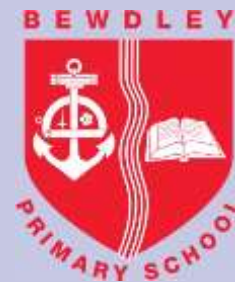
If the number of nominations received is the same as, or fewer than, the number of vacancies to be filled then those nominated will be elected unopposed. If all the vacancies are not filled in this way the governing body will have the opportunity to appoint parent governors to the vacancy/vacancies.

If there are more nominations than vacancies the election will be by ballot. If that is necessary voting papers will be sent to you together with details about the ballot procedure.

Yours sincerely

Anne Booth
Clerk to the Governors

/overleaf



Bewdley Primary School

Stourport Road

Bewdley

DY12 1BL

Tel 01299 403796

Email: [office@](mailto:office@bewdleyprimary.worcs.sch.uk)

[bewdleyprimary.](http://bewdleyprimary.worcs.sch.uk)

worcs.sch.uk

Website: [www.](http://www.bewdleyprimary.co.uk)

bewdleyprimary.co.uk

Headteacher

Mrs Jane Woakes

Continued/

Under the terms of the School Governance (Constitution) (England) Regulations 2012, a person is disqualified from holding office if that person:

- 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 Criminal Records Bureau for a DBS certificate.



Bewdley Primary School

ELECTION OF PARENT GOVERNOR NOMINATION FORM

(Completed nomination forms must be returned to the school or via email to the clerk by Friday 7th January 2022)

Name of Nominee

.....

Address

.....

.....

Signature of nominee

*Confirming willingness
to stand*

Date

.....

The above named parent has a child registered at the school, is willing to serve if elected, and I would like to nominate him/her for appointment as a parent governor of the school.

(Not required in the case of self-nomination.)

Nominated by

Date

.....

Signature and address

.....

.....

Seconded by

Date

.....

Signature and address

.....

.....

Personal statement which he/she would like printing on the voting papers

Maximum number of words: [500]