



# Chesterfield High School

*'for everyone the best'*

Headteacher – Simon Penney B.Ed., N.V.Q.V., N.P.Q.H



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April 2019

Dear Parent/Carer

## **INVITATION TO BECOME A PARENT GOVERNOR/TRUSTEE**

Vacancies have arisen for three Parent Governors at the school. Governors play a significant role in the work of the Academy and the role, whilst demanding, is very interesting and rewarding. The Governing Body works in partnership with and in support of the school. It also sets a high standard of expectation and ambition which helps to drive forward the work of the staff and create a bright future for our students. Governors need not be experts in the field of education. What they do need is an interest in the school and the welfare of the children.

The Governors of the school meet at least four times a year. They are also encouraged to join at least one of the Sub-Committees which cover areas such as curriculum, finance, human resources, health & safety and facilities. Prospective candidates should be willing to give up a certain amount of their free time for the role. Normally the Governors meet in the early evening.

If you wish to put yourself forward, please complete the enclosed nomination form and arrange for a proposer and seconder to complete their sections. It would be helpful if you would also supply a short personal statement (preferably under 120 words) saying why you would like to become a Parent Governor and what qualities or experience you could bring to the school. If more than four nominations are received it may be necessary to hold an election.

I need to inform you that:

- A Parent Governor must be the parent or carer of a child attending the school. The proposer and seconder must also be a parent or carer of a child attending the school.
- School Governorship is classed as a regulated category and as such all governors are subject to an enhanced disclosure through the Disclosure and Barring Service (DBS). The appointment will be made on the understanding that clearance is received through the DBS.
- Certain individuals are disqualified from becoming a Governor and a full list is attached for your information.
- Governors will also be trustees of the Academy and as such will be expected to become Directors of the Academy and listed at Companies House.
- Any directorships that you hold or interests that could possibly conflict with your role as a governor will be published in the governor information section of the school website.

Please return your nomination form and personal statement to me no later than 2.30pm on Friday 17th May 2019. If you need any further information about the role of a Governor or the election process please do not hesitate to contact me.

Yours sincerely

J Crampton (Ms)  
Clerk to the Governors

**CHESTERFIELD HIGH SCHOOL**

**PARENT GOVERNOR NOMINATION FORM**

**PLEASE COMPLETE ALL SECTIONS OF THIS FORM IN BLOCK CAPITALS**

Before completing this form, please check that you are not disqualified from becoming a Parent Governor for any of the reasons stated on the 'grounds for disqualification from membership of a Governing Body' which follows after this nomination form.

Please attach a personal statement which will be used to support your nomination and will be included in ballot papers circulated if an election is necessary. The statement should be no more than 120 words.

I hereby nominate:

	<b>FULL LEGAL NAME</b>	<b>ADDRESS</b>	<b>SIGNATURE</b>
<b>Nominee</b>			
		Tel No:	
Name and Form of your Child/ren:			
<b>Proposer</b>			
		Tel No:	
Name and Form of your Child/ren:			
<b>Seconder</b>			
		Tel No:	
Name and Form of your Child/ren:			

**Declaration of Nominee:**

I am willing to accept nomination. I agree that if successful I will be subject to clearance through the Disclosure and Barring Service (DBS).

Signed: .....

Dated: .....

If we receive more nominations than vacant posts (four), an election process will be necessary and your personal statement will be used on ballot forms.

Please return this form by 2.30pm on Friday 17th May 2019 in an envelope marked 'Parent Governor Nomination' to Ms J Crampton (Clerk to the Governors) at Chesterfield High School.

## **GROUNDS FOR DISQUALIFICATION FROM MEMBERSHIP OF A GOVERNING BODY**

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

- 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 headteacher or foundation governor)
- is aged under 18 at the time of the election and/or a pupil of the school
- is the subject of a bankruptcy order; an interim bankruptcy restrictions 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 the Companies (Northern Ireland) Order 2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2012; 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 trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, 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 people 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 142 of the Education Act 2002 or 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
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of the appointment/election as a governor or since becoming a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the twenty years ending with the date preceding the date of the appointment/election as a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more
- has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor
- refuses a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.
- does not disclose in the annual declaration of interest any directorships or any possible conflicts of interest
- brings the name of the school into disrepute or fails to abide by the Governors Code of Conduct (National Governors' Association Model Code of Conduct 2018)