



Head Teacher: Mrs D Reynolds - BSc Hons QTS NPQH

*Aim High*

*Never Give Up*

*Follow Your Dream*

*Lead By Example*

**TO: All Parents/Carers of Registered Pupils at Norwood Primary School**

**DATE: Friday 6<sup>th</sup> June 2014**

Dear Parent/Carer,

**NOTICE OF PARENT GOVERNOR ELECTION - REQUEST FOR NOMINATIONS**

The constitution of the school's governing body allows for the appointment of two (2) parent governors. Appointments are made by election. The number of vacancies to be filled on this occasion is one (1). The term of office is 4 years.

I would be grateful to receive nominations for the vacancy on the enclosed slip. Please note the following eligibility requirements when considering your nomination:

1. Only parents/carers who now have and will have children registered at the school on Wednesday 2<sup>nd</sup> July 2014 are eligible to stand for election or make a nomination. The eligibility rules, which must be read carefully, are printed overleaf.
2. Nominations must be signed and dated by a proposer and a seconder and countersigned by the candidate. Nominations must be returned to me by Thursday 19<sup>th</sup> June 2014.

**Any nomination received after this date cannot be included in the election.**

3. Candidates are encouraged to submit a brief election statement (not more than 200 words) giving autobiographical details and such other information and views as they wish. They may not indicate that they are endorsed or supported by any group or association. Election statements must be returned to me by Monday 23<sup>rd</sup> June 2014.
4. The distribution of ballot papers and other arrangements relating to the voting will be on Tuesday 24<sup>th</sup> June 2014. Voting will take place from Wednesday 2<sup>nd</sup> July to Friday 4<sup>th</sup> July 2014. Completed ballot papers must be returned by the end of school on Friday 4<sup>th</sup> July 2014 at the latest.

**Ballot papers received after this date will not be accepted.**

Yours sincerely

Mrs D Reynolds  
Head Teacher



Parent Governors are elected by the parents/carers of pupils, on roll at the school, at the time of the election. They must be parents/carers of pupils on the school roll themselves to stand for election. The term of office for Parent Governors is four (4) years unless varied for the Parent Governor category on the instrument of government. Parent Governors do not have to stand down if their child leaves the school during their period of office, although they may do so if they wish. Parents may stand for re-election at the end of their term of office if they still have a child on the school roll.

Governors must be aged 18 or over at the date they are elected or appointed. There is no upper age limit for serving as a governor. Elected members of the LA and those who work at the school for more than 500 hours (i.e. for more than one third) in a year are not eligible to be parent governors but can vote in the election if they have a child on the school roll.

For the purpose of the election for parent governors the principles of the **Children Act 1989** suggest that all those with a parental responsibility for a pupil (which may include separated or divorced parents, foster parents, and guardians) be entitled to stand and to vote.

### Disqualifications

No-one may serve as a governor or associate member who:

- has failed to attend the governing body meeting for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the governing body;
- have an estate that has been sequestrated (temporarily repossessed) and the sequestration has not been discharged, annulled or reduced;
- are the subject of a bankruptcy restrictions order or an interim order;
- are subject to a disqualification order under the Company Directors Disqualification Act 1986, or to an order made under part 2 of the Companies (Northern Ireland) Order 1989, or to a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002, or to an order made under Section 429 (2)(b) of the Insolvency Act 1986;
- have been removed from the office of charity trusteeship or trustee for a charity by the Charity Commissioners or High Court on the grounds of misconduct or mismanagement, or under Section 7 of the Law Reform (Miscellaneous Provisions)(Scotland) Act 1990 from being concerned in the management or control of any body,
- are included in the list of teachers or workers prohibited or restricted from working with children or young persons;
- are disqualified from working with children;
- have been disqualified from being an independent school proprietor, teacher or employee in any school by the Secretary of State;
- have in the previous five years been sentenced to three months or more in prison (whether this was suspended or not) without the option of a fine;
- have in the previous 20 years been sentenced to imprisonment for two and a half years or more;
- have at any time been sentenced to imprisonment for five years or more;
- have 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;
- refuse an application being made to the Criminal Records Bureau for a criminal records certificate if requested by the governing body or Local Education Authority.



**Please return to the Head Teacher, Norwood Primary School by Thursday 19<sup>th</sup> June 2014.**

**PARENT GOVERNOR ELECTION**

Parent/Carer Name: \_\_\_\_\_ (please print)

I wish to nominate:

Full Name	Address

I confirm that the nominee is eligible to stand in accordance with the notes provided.

An election statement is:

- ★ enclosed
- ★ will be forwarded by the appropriate date
- ★ will not be provided

*\* Delete as appropriate*

The nomination must be supported by two parents of the school

Signed ..... (Proposer)

..... (Seconder)

..... (Candidate)

