



Headteacher: Mr Stephen Snelson

Deputy Headteacher: Mrs Rachel Watts

Copt Oak Road, Narborough,
Leicestershire, LE19 3EF

Wednesday 19th January 2022

Dear Parents,

ELECTION OF PARENT GOVERNORS

I am writing to let you know that there are **two parent governor vacancies** on the Red Hill Field governing body. I'd like to invite parents who are interested in taking up this role to put their names forward on the application form attached. It is a requirement of the School Governance (Constitution) (England) Regulations 2007 that these vacancies are filled by election.

The parents of registered pupils at the school elect the parent governors. The definition of parent includes any person having all the rights, duties, powers, responsibility and authority which a parent of a child has by law, or who has care of him or her. Depending on the circumstances, therefore, a "parent" may include not only a child's natural parents but also others such as step-parents, relatives, co-habitees of either natural parents, carers and foster parents.

Academy Local Governing Bodies have a wide range of responsibilities, which include ensuring that pupils receive high quality education along with planning for the future development and improvement of the school. Parent governors are important members of the governing body and are welcomed as valued members of the team. They play a vital role in ensuring the governing body is aware of the views of parents and the local community.

The governing body works together as a group. If you become a governor, you would be expected to attend a minimum of three governing body meetings per year and termly committee meetings. Governors also make visits to school, school events, and support the leadership of the school in all aspects of its work: finance, health and safety, premises, safeguarding, curriculum development, standards and long-term strategy. The commitment of the governors to the life of the school is highly valued.

While no qualifications are necessary to become a governor, it is important for the governing body to maintain a wide range of skills and experience. For this reason, we would very much welcome nominations for people with experience in any of the following areas:

- Finance/Auditing
- Health, safety and premises
- Strategic marketing



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And simply:

- Those with imagination, enthusiasm and a commitment to high quality education

It is also worth bearing in mind that governors need to be flexible with their time, since it will be necessary to visit school during lesson time.

As a parent you are entitled to stand as a candidate and to vote in the election. If you wish to stand for election as a parent governor, you should complete the attached form and return it to the school office. Completed nomination forms must be returned to the school by the end of the school day on: Friday 28th January 2022. (You may if you wish post the form to the school but it must be with the headteacher by the date shown on the form.)

You should ensure that you are eligible to serve as a parent governor.

PLEASE NOTE THE SCHOOL IS REQUIRED TO CARRY OUT AN ENHANCED DISCLOSURE and BARRING SERVICE (DBS) CHECK PRIOR TO ELECTION OR APPOINTMENT AS GOVERNOR.

In addition, the Multi Academy Trust (Learn-AT) trustees must approve all nominations.

Please note that anyone who is an elected member of the Local Education Authority, or is paid to work at the school for more than 500 hours in any consecutive 12 month period, is disqualified from election or appointment as a parent governor of a school.

If the number of nominations received are equal to, or less than the one vacancy, there will be no need to hold a ballot. If a ballot is necessary one voting paper per parent will be sent to you from the school, via your child. Any queries relating to this election should be made to the Headteacher, who is the Returning Officer for the election.

If you would like more information about the governing body at Red Hill Field, then please contact the Headteacher, Mr Snelson or the Chair of Governors, Steve Orton, via the office. We would be happy to discuss the role of a parent governor with you in more detail.

Yours faithfully,



Stephen Snelson
Headteacher



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Parent Governor Nomination Form

Please enter in BLOCK LETTERS, the name and address of the person being nominated for election:

Name: _____

Address: _____

Signature of nominee: _____

Signature of proposer (if different to nominee): _____

Name and address of proposer (if different to nominee):

Personal Statement (maximum 250 words)

I wish to submit my nomination for the election of Local Parent Governor.

I confirm (i) that I am willing to stand as a candidate for election as Local Parent Governor (ii) that I am not disqualified from holding office for any of the reasons set out below.

Signature

Date



Completed nomination forms must be returned to the school by Friday 28th January 2022.

Annex 1 - Qualifications and disqualifications to serve as a Learn-AT Local Governor

A person must be aged 18 or over at the date of their election or appointment.

A person shall be disqualified from holding office or continuing to hold office as trustee/local committee member if:

- s/he becomes incapable by reason of illness or injury of managing or administering his/her own affairs;
- s/he is absent without the permission of the local governors from all their meetings held within a period of six months, and the local governors resolve that his/her office be vacated;
- s/he has been declared bankrupt and/or his/her estate has been seized from his/her possession for the benefit of his/her creditors and the declaration or seizure has not been discharged, annulled or reduced; or
- s/he is the subject of a bankruptcy restrictions order or an interim order;
- s/he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986; or
- s/he is subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- s/he ceases to be a Local Governor by virtue of any provision in the Companies Act 2006;
- s/he is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
- s/he is otherwise found to be unsuitable by the Secretary of State;
- s/he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible; or to which he was privy; or which he, by his conduct, contributed to or facilitated;



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- s/he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011;
- s/he has not provided to the chairman of the trustees a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997.
- h/she commits a breach of the Learn-AT Governance Code of Conduct.



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