



## Parent Governor Vacancy Notification

Dear Parent/Guardian

Friday 30th September 2022

### Election of parent governor(s): proposing candidates

Further to my report to families at the end of last term, I am writing to advise you that our Governing Board currently has a vacancy for a Parent Governor and we are looking for an enthusiastic and committed parent or carer to join the Governing Body.

The School's Governing Body is responsible for providing confident and strategic leadership, and gives oversight for the School's educational and financial performance. Our Board is committed to supporting continuous school improvement to ensure the best possible outcomes for our pupils.

As the parent or guardian of a pupil currently on roll you are eligible to stand as a candidate. (Eligible candidates include: father, mother, legal guardian, person having custody of a child on roll).

All candidates should be aware the role of a Parent Governor is not as a spokesperson for the views of parents. The role of a Parent Governor is the same as any other Governor on the Board, however they will be able to provide a 'parental viewpoint'.

Although we are able to note specific skills or experience that we would ideally like on the Governing Board, it is for the parent body to elect their choice of candidate.

There are no particular qualifications required for the role however we have skills gaps in the areas of Special Educational Needs (SEN). We are therefore ideally seeking candidates with experience in this field, either professionally or from personal experience.

I would also advise that full training and support for this important role is provided through Achieving for Children (AfC) Governor Support.

Further information about being a Governor at Chessington School can be requested from Lucinda Ayles, the Clerk to the Governors (Clerk@chessington.kingston.sch.uk), as well as the Parent Governor's Job Description.

As mentioned in the documents in the above link, in line with our School's Safer Recruitment practice, an enhanced Disclosure and Barring Service (DBS) check and two references will be sought if successfully elected.

If you wish to stand for the position of Parent Governor please submit the following details in writing by no later than **Friday, 14th October at 6pm** to [clerk@chessington.kingston.sch.uk](mailto:clerk@chessington.kingston.sch.uk)

- Your full name, email address and the full name and class/form of your child at Chessington School.
- Please confirm that you are eligible to stand for the position of Parent Governor (as per the guidance at the bottom of this letter) and that you do not meet any of the grounds for disqualification.
- A personal statement (no more than 100 words).

It is recommended that your personal statement includes the following information:

- Evidence of the extent to which you possess the skills and experience the Governing Body is seeking;
- Your commitment to undertake training and development to acquire or develop the skills to be an effective Governor;
- How you plan to contribute to the future work of the Governing Body;
- If seeking re-election, detail your contribution to the work of the Governing Body during your previous term of office.

For equality purposes, canvassing in any form (including social media) is not permitted.

If there are more candidates than vacancies a ballot will take place from **8.30 a.m on Tuesday, 18th October 2022** and will close at **12 noon on Wednesday, 9th November 2022** and all parents will be issued a voting paper listing the names of all eligible candidates proposed together with their personal statements. If the number of candidates is equal to, or less than, the number of vacancies the candidates will be elected unopposed, in which case all parents will be sent written notice of the names of the Governor elected, together with their personal statement.

Details of how a person may be disqualified from being a Governor are available below. Unless later disqualified, an elected Parent Governor elected may serve for a four year term of office.

Further information about being a Governor can be obtained from Achieving for Children,

Governor Support. Phone 07971 363246 or email  
governor.support@achievingforchildren.org.uk

I look forward to hearing from you.

Yours sincerely,

Karen Carman  
Chair of Governors, Chessington School

### **Achieving for Children 2022/2023**

#### **Qualification for membership of school Governing Boards and their Committees**

The Constitution Regulations 2012 on qualifications and disqualifications applies to all Governing Boards.

Grounds for disqualification fall into three broad categories:

- general grounds;
- grounds that apply to particular categories of Governor; and
- grounds that arise because of particular failings or actions on the part of the Governor.

All the grounds for disqualification apply also to associate members except that Associate Members can be registered pupils at the school and can be under 18.

#### **General grounds**

Registered pupils cannot be Governors.

A Governor must be aged 18 or over at the time of election or appointment.

A person cannot hold more than one Governor post at the same school at the same time.

#### **Grounds that apply to particular categories of Governor**

A person is disqualified from being a Parent Governor if they are an elected member of the Local Authority or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve month period at the time of election or appointment.

A person is disqualified from being a Local Authority Governor if they are eligible to be a Staff Governor at the school.

A person is disqualified from being a Partnership Governor if they are:

- a parent of a registered pupil at the school;
- eligible to be a Staff Governor at the school;
- an elected member of the Local Authority; or
- employed by the Local Authority in connection with its education functions.

### **Grounds that arise because of particular failings or actions on the part of the governor**

A person is disqualified from being a Governor of a particular school if they have failed to attend the meetings of the Governing Board of that school 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 board. This does not apply to the Headteacher or to Foundation Governors appointed by virtue of their office.

A Foundation, Local authority, Co-Opted or Partnership Governor at the school who is disqualified for failing to attend meetings is only disqualified from being a Governor of any category at the school during the twelve month period starting on the date on which they were disqualified.

A person is disqualified from holding or continuing to hold office as a Governor of a school if, in summary, that person:

- is the subject of a bankruptcy restrictions 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; 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.
- has been removed from office as an elected Governor within the last five years.
- 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 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 20 years ending with the date preceding the date of 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 to make an application to the Disclosure and Barring Service for a criminal records certificate.

Anyone proposed or serving as a Governor who is disqualified for one of these reasons must notify the Governance Professional/Clerk to the Governing Body.