



# Ormiston Meadows Academy

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An OAT Academy

12<sup>th</sup> March 2018

Dear Parent

There is currently a vacancy for a Parent Governor on the Governing Body and I am writing to encourage you to put your name forward. Being a governor can be very rewarding, do not worry if you have no experience in education matters as full training and support are available from the local authority training programme and your colleagues on the Governing Body.

## **Have you thought about becoming a Parent Governor?**

Becoming a Parent Governor offers you the opportunity to make a real contribution to the life and work of our academy. Governors play a key role in the leadership of the academy and work together with the Principal, staff and other governors to ensure that our academy provides a challenging and supportive environment for its students.

## **Who can be a Parent Governor?**

All parents and carers of registered students are eligible to become Parent Governors. Every parent, whether or not you live with the student, is entitled to be nominated as a Parent Governor and to vote in a Parent Governor Election. Someone who has parental responsibility or care of a student is also eligible to serve and to vote.

Parents/carers who have paid employment in the academy for 500 hours per academic year or more or who are elected members of the Local Authority are not eligible to stand in these elections.

## **How long do Parent Governors serve for?**

The usual term of office is four years from the date of appointment with a review meeting after the first year. If you choose to, you can complete your term of office even if your child has since left the academy.

## **How are Parent Governors nominated and elected?**

If you would like to put your name forward please complete the attached nomination form and submit a statement stating why you would like to be a governor (no more than 200 words). The closing date and time for the receipt of nominations is **Friday 23<sup>rd</sup> March**. If more than one nomination is received, an election will be held and the ballot papers for this will be sent to all parents and carers. If you would like a copy of this form printing out, please ask at Reception at the school office.

If you are interested and would like to find out more, then why not contact us here at the academy. We look forward to hearing from you.

Yours sincerely,

A handwritten signature in grey ink, appearing to read 'Jean Watt', with a stylized flourish at the end.

Jean Watt  
Principal



# Parent Nomination Form



## Nomination form for the election of a Parent Governor

*Ormiston Meadows Academy*

Name of Nominee .....

Address .....

.....

I wish to stand for election as a Parent Governor at the above academy.

I confirm that I am a parent/carer of a registered student at the academy.

I confirm that I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations (see attached).

Signature ..... Date .....

As nominee you may submit a personal statement (no more than 200 words) containing information about yourself to be issued to parents with the ballot paper.

**Please note any person elected to the post will be required to obtain a DBS check, which the academy will arrange.**

Your nomination requires a reference who is also a parent/carer of a registered pupil at the academy. They must not, however, be your spouse, partner or members of your immediate family.

I confirm that I am willing to act as a reference for the above nominee to be elected as a Parent Governor.

Print name .....

Address .....

.....

Signature ..... Date .....

**Please return all forms in an envelope addressed to the Clerk to the Governors at the school office by Friday 23<sup>rd</sup> March.**

## Application and Pre-Appointment Check Form

### DECLARATION OF ELIGIBILITY AS A SCHOOL GOVERNOR

I declare that I am not disqualified from serving as a school governor and that:

- I am** aged 18 or over at the date of this election or appointment;
- I have not had** my estate sequestrated and the sequestration has not been discharged, annulled or reduced;
- I am not** subject to a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order;
- I am not** subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986, a disqualification order under the Company Directors Disqualification (Northern Ireland) Order 2002, a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002 or an order under Section 429(2)(b) of the Insolvency Act 1986;
- I have not** been removed from the office of 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 or under Section 34 of the Charities and Trustee Investment (Scotland) Act 2005, from being concerned in the management or control of any body;
- I am not** included in the list of people considered by the Secretary of State as unsuitable to work with children;
- I am not** disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
- I am not** barred from regulated activity relating to children in accordance with Section 3(2) of the Safeguarding Vulnerable Groups Act 2006;
- I am not** disqualified from working with children under Sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000;
- I am not** disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for childminding or providing day care;
- I am not** disqualified from registration under Part 3 of the Childcare Act 2006;
- I have not**, in the five years prior to becoming a governor or since becoming a governor received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine);
- I have not**, in the twenty years prior to becoming a governor, been convicted as aforesaid of any offence and had passed on me a sentence of imprisonment for a period of not less than two and a half years;
- I have not**, at any time received a prison sentence of five years or more;
- I have not** been convicted for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor;
- I have not** refused a request by the clerk to the governing body to make an application under Section 113B of the Police Act 1997 for a criminal records certificate (now the DBS).

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please set out below why you would like to become a school governor (in not more than 200 words). You can include details or relevant experience such as involvement in the local community, experience within an educational setting or in business.