



HORRINGTON PRIMARY SCHOOL

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Friday 15th November

Dear Parent or Carer

The Board of Governors for Horrington School currently has a vacancy for a parent governor. As a mother, father, carer of a pupil attending our school we would like to invite you to put your name forward for consideration.

Parent Governor

This is a parent or carer of a pupil attending the school and who is elected by the parents/carers of that school to give a parental perspective in discussions and decisions. In addition, it would be expected that Parent Governors bring a range of skills that will help them to contribute effectively to the work of the Board of Governors.

The procedure for recruiting a Parent Governor is as follows:

- A letter is sent inviting nominations from parents and carers of a pupil attending the school.
- Candidates complete the nomination form and submit a brief (100 word max.) summary, and details of your knowledge and experience in areas that can contribute to effective governance, outlining your suitability for the role, which will be distributed to all parents/carers in the school with the intention of helping parents/carers to make an informed choice when voting
- Where there is more than one candidate, all parents/carers will be invited to cast a vote in a secret ballot to decide the person in their opinion that is the most suitable candidate for the role.

The role of Governor

There are 3 main functions of a governor:

- Making sure there is clarity in the vision, ethos and the strategic direction of the school;
- Holding the executive headteacher to account for the educational performance of the school and the performance management of the staff; and
- Making sure that the school spends its money effectively.

The role of a governor will be:

- A thinking and questioning role not a doing role - the head and staff are employed to do that.
- Required to get to know the school by knowing its strengths and weaknesses.
- Expected to commit to the time required to undertake the role which would equate to approximately 20 days per school year.
- To always act in the best interests of **all** of the pupils in the school to better their outcomes

The expectations of governors have increased and it is important to understand that, in order to contribute effectively, all governors will be expected to:

- Be committed to upholding the values and ethos of the schools;
- Attend & contribute to meetings of the Board of Governors;
- To visit the schools throughout the year in line with the visits schedule linked to driving forward improvements in the school;
- Analyse information, make observations and be proactive in seeking ways in which the schools could further enhance outcomes for all pupils;
- Engage in constructive discussions that will involve questioning and challenging points of view;
- Review and agree policies & guidance, ensuring that the school is working effectively within legal frameworks.

The list is probably longer, but does give a flavour of the demands that the Board of Governors will face.

So why do people do it?

This is a question often asked; here are a few of the reasons:

- No single governor is expected to know everything about education and in relation to schools the law, finance and strategic planning – they are part of a corporate body who have the combined experience, knowledge, skills and commitment to work together to meet these demands effectively,
- It is a great chance to give something back to the school and to take an active role in shaping their future and bettering the outcomes for all the pupils within the school and within the wider school community,
- Governors are privileged to be able to see at first hand the impact of the hard work that they put into the strategic planning of the school.

If you are interested in becoming a parent governor for Horrington school please complete the attached nomination form and return to the Clerk to the Governors, no later than Friday 29th November 2019.

Yours sincerely

Norman Woollard,

Clerk to the Governors, Horrington School

Qualification and Disqualification regulations in becoming a School Governor

Academies

Disqualification of Trustees/Directors/Governors – Single academy and multi-trust academy

- No person shall be qualified to be a Trustee unless he is aged 18 or over at the date of his election or appointment. No current pupil [or current student] of any of the Academies or the Academy] shall be a Trustee.

- A Trustee shall cease to hold office if he becomes incapable by reason of illness or injury of managing or administering his own affairs.

- A Trustee shall cease to hold office if he is absent without the permission of the Trustees from all their meetings held within a period of six months and the Trustees resolve that his office be vacated.

- A person shall be disqualified from holding or continuing to hold office as a Trustee if -
 - He has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
 - He is the subject of a bankruptcy restrictions order or an interim order.

- A person shall be disqualified from holding or continuing to hold office as a Trustee at any time when he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).

- A Trustee shall cease to hold office if he ceases to be a Trustee by virtue of any provision in the Companies Act 2006, 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 is otherwise found to be unsuitable by the Secretary of State under the provisions of the Relevant Funding Agreements or Funding Agreement.

- A person shall be disqualified from holding or continuing to hold office as a Trustee if 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.

- A person shall be disqualified from holding or continuing to hold office as a Trustee where 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.

- After the first (or original stand-alone) Academy has opened, a person shall be disqualified from holding or continuing to hold office as a Trustee if 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. In the event that the certificate discloses any information which would in the opinion of either the chairman or the Chief Executive Officer/Principal confirm their unsuitability to work with children that person shall be disqualified. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Secretary of State to determine the matter. The determination of the Secretary of State shall be final.

- Where, by virtue of these Articles a person becomes disqualified from holding, or continuing to hold office as a Trustee; and he is, or is proposed, to become such a Trustee, he shall upon becoming so disqualified give written notice of that fact to the Clerk.

The above also apply to any member of any committee or delegate of the Trustees, including a Local Governing Body.