



28th November, 2017

Dear Parents,

NEW PARENT GOVERNORS REQUIRED

We need: 2 Parent Governors to join our team.

All schools benefit from the support and involvement of a representative cross-section of the community. Parent Governors are an important link in the partnership between parents, teachers, the school, the local community and the Local Authority in the provision of education to pupils. Our Parent Governors are very valuable members of the Governing Body and we rely on them to help us to keep in touch with what parents are thinking and to help us to decide what is best for all our pupils.

Nominations are open to **all** parents but we would particularly welcome parents with experience/expertise in Procurement, Purchasing or HR to complement the skill-set of the present Governing Body.

Can you offer: time, enthusiasm and a commitment to the aims and aspirations of the school? Maybe you have additional experience through your work, professionally or by being a parent.

- **You DO NOT need to be an expert in education to be an effective governor**
- **You DO have to want to help our school to be the best it can**
- **You DO NEED to commit to attend and contribute to meetings – one Full Governing Body meeting per month during term time (usually on Thursday evenings for 1.5 to 2 hrs).**
- **You WILL BE expected to attend/undertake training and development courses to assist in the role**
- **You WILL BE expected to be a fully active member of the Governing Body which includes visits to the school and contributing to reports.**

If you would like to serve on the Governing Body (term of office 4 years), complete the attached form by proposing yourself or another parent (with their permission) and get it seconded by a parent of a pupil at the school. You are also invited to provide a statement about yourself with your nomination form. Your statement should be half to one page of A4 letting parents know why you want to be a governor and what skills/experience you can bring to the governing body.

Nominations and statements must be received in the school office by **3.30 p.m. on Monday, 11th December, 2017**. If there are more nominations than vacancies, an election will be held and the results will be made known via the school website.

Certain people are disqualified from holding office as a Governor, this information appears overleaf and you will also need to undertake enhanced DBS clearance.

If you would like to discuss the role further with either of us or one of the existing Parent Governors, please contact the school and we will make the necessary arrangements. I am sure that you will find the role of Parent Governor interesting and rewarding.

Yours sincerely,

Karen Disspain
Headteacher

Karen James
Chair of the Governing Body

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
- refuses a request by the clerk to make an application to the Disclosure And Barring Service for a criminal records certificate.
- 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

Anyone proposed or serving as a governor who is disqualified for one of these reasons must notify the clerk to the governing body.



**NOMINATION FORM FOR PINNER PARK INFANT
& NURSERY SCHOOL PARENT GOVERNOR**

TO BE RETURNED TO PINNER PARK INFANT & NURSERY SCHOOL BY
3.30 p.m. on Monday, 11th December, 2017

I would like to nominate myself/propose: *

NAME	
ADDRESS	
E-mail	TEL

as a candidate for the office of Parent Governor for Pinner Park Infant & Nursery School

SIGNATURE OF CANDIDATE
NAMES OF PUPIL(S) AT THE SCHOOL

If you are nominating someone else please check that they are willing to stand and ask them to sign this form.

NAME OF PROPOSER	
ADDRESS	
NAME OF PUPIL(S) AT THE SCHOOL	SIGNATURE

I wish to second the proposal for the above named to be nominated as a candidate for the parent governor election. I am not related to the person nominated.

NAME OF SECONDER	
ADDRESS	
NAME OF PUPIL(S) AT THE SCHOOL	SIGNATURE

* Delete as appropriate

It would be appreciated if statements could be e-mailed to office@pinnerparkinfant.harrow.sch.uk as a word document by **Monday, 11th December, 2017**