



MERIDIAN COMMUNITY
PRIMARY SCHOOL
AND NURSERY
Learning for Life



Friday, 8th March 2024

Dear Parents/Guardians,

Parent Governor Vacancy

There is a vacancy for a parent governor on our school governing board. The term of office will begin in March 2024 and lasts (up to) four years. If you wish to stand for election as a parent governor of the school, please complete the parent nomination form, see next page, including two supporting parent/carer signatures. The form should be **returned to the school office latest by 9.00am on Monday 25th March '24**. (If you prefer you can return it by email: office@meridian.e-sussex.sch.uk, FAO Head Teacher, please make sure to forward support emails from two other parents/carers in favour of your nomination, following the format in the form.)

Parent governors play a very important role in keeping the governing board aware of the views of parents and the local community. They are a vital part of our team and I hope that there are parents willing to give their time and commitment to this important role.

If you are interested in being nominated and/or want further information, you might find it helpful to talk to Barbara Gerding (Acting Chair of Governors, email: bgerding@meridian.e-sussex.sch.uk).

I have enclosed **an extract from the regulations concerning the qualifications and disqualification connected with the office of governor**. Please read them carefully.

More than 1 Nomination

If more than one nomination is received, I shall arrange for parents to receive (electronic) ballot papers which will include the candidates' election statements. Completed ballot papers must be returned (via electronic vote/or manually to the school office) to the school no later than 9.00am on Monday 8th April

Votes would then be counted at 9.30am on Monday 8th April. Candidates may attend the count. I shall arrange for all parents to be notified of the result.

Yours sincerely,

Claire Westcott

Head teacher

N.B: Parents are disqualified from election or appointment as a parent governor if:-

- they are paid to work at the school for more than 500 hours in a school year;
- they are an elected member of the Local Education Authority

Nomination Form for Parent Governor – March 2024 – Return to School Office

(Mr/Mrs/Miss/Ms) (Full name)	
(full address)	
Telephone Number (Home)	
(Work/Mobile)	
Parent/ Legal Guardian of ... (child's name)	

I wish to stand for election as a Parent Governor of Meridian Community Primary School. The following two parents or legal guardians of children attending the school support my nomination:

	Signature in box below:		Address:
1.			
	(Print Name in box below:)		
	Signature in box below:		Address:
2.			
	(Print Name inbox below:)		

Brief election statement by candidate:

I have read and understood the eligibility for school governors.

Signature of Candidate: _____ Date: _____

Please return completed nomination form to the School Office FAO Headteacher to arrive **not** later than 9.00am on **Monday 25th March 2024.**

**DECLARATION FOR ELIGIBILITY AS A SCHOOL GOVERNOR –
(EXCERPT FOR INFORMATION ONLY)**

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

- ☐ I **am** aged over 18;
- ☐ I **do not** already hold a governorship of the same school* ***Please note that if you are applying for re-appointment, this information relates to the period when your current term of office ends***
- ☐ I have not had my estate sequestrated and the sequestration order has not been discharged, annulled or reduced;
- ☐ I am not subject to a bankruptcy restriction order, an interim bankruptcy restriction order, a debt relief order or an interim debt relief order;
- ☐ I am not subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986;
- ☐ I am not subject to a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002;
- ☐ I am not subject to an order made under section 492(2)(b) of the Insolvency Act 1986;
- ☐ I have not been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating 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 disqualified from registration for childminding or providing day care;
- ☐ I am not disqualified from registration under Part 3 of the Childcare Act 2006;
- ☐ I have not received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
- ☐ I have not received a prison sentence of two and a half years or more in the 20 years before becoming a governor;
- ☐ I have not at any time received a prison sentence of five years or more;
- ☐ I have not been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor;
- ☐ I do not refuse to allow an application to the Criminal Records Bureau for a criminal records certificate.
- ☐ I understand that Governor Services will utilise the above data to complete Police (List 99) check.

The Core Functions of Governance

The purpose of school governance is to provide confident, strategic leadership and to create robust accountability, oversight and assurance for educational and financial performance.

All boards have three core functions:

- Ensuring the school's **clarity of vision**, ethos and strategic direction;
- **Holding school leaders to account** for the educational performance of the organisation and its pupils, and the performance management of staff; and
- **Overseeing the financial performance** of the organisation and making sure its money is well spent.

Governing Boards must be ambitious for all children and young people and infused with a passion for education and a commitment to continuous school improvement that enables the best possible outcomes. Governance must be grounded in reality as defined by both high-quality objective data and a full understanding of the views and needs of pupils/students, staff, parents, carers and local communities. It should be driven by inquisitive, independent minds and through conversations focused on the key strategic issues which are conducted with humility, good judgement, resilience and determination.

The Parent Governor Role & Support

As part of the governing board, parent governors should provide **strategic oversight** to a school, **act as a critical friend** and ensure that the school is accountable for its actions. The role requires some time commitment, on average around 4 hours per week across term time, more in weeks of board meetings (8 per year, plus 2 whole board training sessions.)

In legal terms **all governors are equal**, no type of governor is any more important or influential than any other. All governors have a right to take part in discussion on all items, put items on the agenda and so on. The only exceptions to this general rule occur where the child of the parent governor concerned is being discussed or the individual governor has some other direct personal interest in the matter, for example a financial or employment interest.

Parent governors share a **collective responsibility** with other governors and **can never act alone** unless they have the express approval of the full governing board. They are not there to override existing school systems, for example, relating to individual parental complaints. They are a two-way channel of communication, feeding views of parents as a whole into governing body meetings, and then reporting back to parents on decisions reached **without breaking the confidentiality of** the meetings.

Governors are not expected to be instant experts. Parent Governors will be provided with relevant information by the school and the Clerk to Governors. They take part in a short new governor induction course and can take part in other training events to help them learn about their role.