



Is the education of children important to you? Do you have some free time? If so, have you considered becoming a school governor?

Dear parents /carers

This is to let you know that we will be electing a new parent governor to join the governing body. Our parent governors are very valuable members of the governing body. We rely on them to help us to keep in touch with what parents are thinking.

Governing bodies are responsible for a wide range of matters. Their duties include management of the school budget, school effectiveness, preparation for OfSTED inspection/formulation of post-OfSTED Action Plan and involvement in a variety of personnel and pupil issues. In your role as a school governor, you will be supported in these duties by other experienced members of the governing body, the Headteacher, the clerk to the governors and the County Council. It is sometimes challenging, but extremely rewarding to contribute to the education of the pupils and the development of the staff and school.

The governing body works together as a group, meeting at least once a term. If you are thinking of standing as a governor, remember that you will need to attend a minimum of three meetings a year, plus committee meetings during the term. As a governor, you will normally hold office for a period of four years, even if your child leaves the school during this time. The governing body expects all new governors to attend training and agree to the Governors' Code of Conduct. Expectations of the role is to attend training and to agree to the Governor Code of Conduct.

Parents from ethnic minorities and with disabilities are generally under represented on school governing bodies in the county. The school would like to encourage nominations from underrepresented groups in our community.

Anyone who has parental responsibility for a pupil on the school roll at the time of the election can stand for election and can vote in the election. *Please find attached a copy of the Disqualification Regulations for your information.* All nominations should be sent in electronically or handed in as a paper copy to the school office by 4th January 2024. Every nomination must be signed.

If you wish you can include a few details about yourself and why you would like to become a governor and how you meet the skills and attributes that the Governing Body are looking for which are attached. This will then be circulated to all parents to help them decided who to vote for. You do not have to complete this section, but if you don't you may put yourself at a disadvantage if there is an election. An election will be held if there is more than one nomination.

If there is more than one nomination, on 4th January we will send out ballot papers with the names of the candidates and their details. We send the ballot forms home with the children so please watch out for the letter! Each parent will have one vote per vacancy regardless of the number of children you have in the school. The ballot is secret; you can post the ballot papers back or drop it in a sealed envelope into the post box on the railings by the school gate. This is emptied daily. All the votes must be in by Friday 12th January at 12 noon. The ballot papers will be counted on Monday 15th January and a letter will be sent out notifying you of the result.

How to apply

- Nomination forms can be requested from office@yelvertoft.school or paper copies can be requested before the end of term
- Copies of this letter and nomination forms will also be posted on our school website.

Yours faithfully

Mel Servent & Chris Bolton
Headteacher Chair of Governors



**Northamptonshire
County Council**

Disqualifications

The School Governance Constitution Regulations 2012

You should be:

- aged 18 or over at the date of this election or appointment

You should not:

- have been paid to work at the school for more than 500 hours (i.e. for more than one third of the hours for a full-time equivalent) in any consecutive twelve months period at the time of election or appointment as a parent governor
- fail to attend the governing body meetings – without the consent of the governing body – for a continuous period of six months, beginning with the date of the first meeting missed without the consent of the governing body
- be the subject of a bankruptcy restrictions order or an interim order
- have had your estate sequestrated and the sequestration not discharged, annulled or reduced
- have been removed from the office of a charity trustee or trustee for a charity by an order made by the Charity Commission or Commissioners or the High Court on the grounds of any misconduct or mismanagement or, under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 (f), from being concerned in the management or control of any body
- be the subject of a disqualification order or undertaking under the Company Directors Disqualification Act 1986, a disqualification undertaking under the Company Directors Disqualification (Northern Ireland) Order 2002 or an order made under section 429(2)(b) of the Insolvency Act 1986
- be included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people
- be subject to a direction of the Secretary of State under section 128 of the Education and Skills Act 2008
- be disqualified from working with children or from registering for child-minding or providing day care
- be disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
- have been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor
- have received a prison sentence of two years or more in the 20 years before becoming a governor
- have at any time received a prison sentence of five years or more
- have 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
- refuse request by the clerk to make an application to the Criminal Records Bureau for a criminal records certificate, if this is a justifiable requirement of the governing body