



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion
Achievement
Respect
Endeavour

*The cornerstones of our
learning community*

January 2020

Dear Parent/Carer

Election of Parent Governor at Imberhorne School

Every maintained school in England has a 'Governing Body' responsible to the local community for running the school. There are currently two vacancies for Parent Governor at Imberhorne School. The term of office will be for 4 years.

If you are interested in standing for election as one of the Parent Governors, please complete the nomination form and return it by Friday 17th January 2020, ensuring that you obtain the signature of 2 parents/carers who support your nomination. You must also include a brief election statement. If three or more nominations are received, I shall send all parents voting papers, which will include the candidates' election statements.

In the event of a ballot, I have arranged for votes to be counted on Tuesday 4th February 2020 at 10.00am, or at a time mutually agreed with all candidates. Each candidate or authorised representative may attend the count. I shall arrange for all parents to be notified of the result.

I have enclosed an extract from the 'Regulations' concerning the qualifications and disqualification connected with the office of governor, which you should read carefully. If you have any queries about them or about the procedure, I shall be pleased to answer them.

All elected parent governors are required to complete an enhanced criminal record application within 21 days of their election.

Yours sincerely

Mr M Brown
Headteacher



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Nomination Form for Parent Governor

Imberhorne School

Title and Full Name _____

Address _____

Telephone Numbers

Home/Mobile _____ Work _____

Parent/Carer of _____ (child's name)

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

Signature and Address

1. _____

(Name) _____

2. _____

(Name) _____

Brief election statement (up to 150 words):

Signature of Candidate _____ Date _____

Please return completed nomination form in a sealed envelope addressed to the Headteacher of the school to arrive not later than 10.00am Friday 17th January 2020. This may be left at reception on either site.

MEMBERSHIP OF GOVERNING BODIES



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 am not a registered pupil at the same school;
- I do not already hold a governorship of the same school;
- I am not subject to a disqualification order under the Criminal Justice and Court Services Act 2000;
- I am not subject to a direction of the Secretary of State under Section 128 of the Education and Skills Act 2008;
- I am not the subject of a bankruptcy restrictions order or an interim 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;
- I am not subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986, a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989, 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);
- I have not been removed from the office of charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, 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 teachers or workers considered by the Secretary of State as unsuitable to work with children or young people;
- I am not barred from any regulated activity relating to children;
- I am not disqualified from working with children or from registering for childminding or providing day care;
- I am not disqualified from being an independent school proprietor, teacher or employee by the Secretary of State;
- I have not 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;
- I have not received a prison sentence of two 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.

Name _____

Signature _____ **Date** _____

POLICE ACT 1997 (Part V) – CRIMINAL RECORDS CHECKS

During a period of office, a school governor will be asked to complete a Disclosure Application to enable a check to be carried out by the Disclosure and Barring Service (DBS). Failure to comply with this request or an unsatisfactory result from the check will mean the immediate termination of an appointment as a school governor.

ABSENCE FROM MEETINGS

A governor who, without the consent of the governing body has failed to attend full Governing Body meetings for a continuous period of six months (from the date of the first meeting missed), shall be disqualified. The person may not be nominated or appointed as a governor of the same category to that school for twelve months immediately following the disqualification.