



THE GOVERNING BODY OF

St Joseph's Catholic Primary School

Commerell Street East Greenwich London SE10 9AN

Dear Parents/Carers,

In our school we have provision for 1 parent governor and as the term of office has come to an end, I would like to take this opportunity to thank Nicola Matthews for her four years of service to the school and open up the process for election to this important role.

The governing body, together with the Executive Head and Head of School, has overall responsibility for the running of the school. Governing bodies have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Senior Leadership to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

The role of governor can be demanding but very rewarding. Parent governors serve a four-year term of office and the role includes:

- attending meetings of the governing board, usually outside of school hours and contributing to governing board business;
- reading reports and papers and keeping up to date on the progress the school is making; and
- visiting the school from time to time during the school day.

You will be expected to sign a governors' Code of Conduct, and to have:

- a strong commitment to the role and improving outcomes for children;
- the inquisitiveness to question and analyse;
- the willingness to learn; and
- good inter-personal skills.

A DBS (Disclosure & Barring Service) check is a statutory requirement and must be applied for within 21 days of election/appointment. No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. Training is available for all governors. The enclosed sheet summarises the circumstances under which someone cannot serve as a governor.

Nominations must be from parents or carers with children at the school on the day that nominations close. If you would like to stand for election, please complete the enclosed nomination form and return it to the school no later than **Friday 4th December 2020 at 1pm**. You should also include a short personal statement to support your nomination, which should be no longer than 100 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent. If there are more nominations than vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours sincerely,

Agnes Njoh

ACTING CHAIR OF GOVERNORS



THE GOVERNING BODY OF

St Joseph's Catholic Primary School

Commerell Street East Greenwich London SE10 9AN

Qualifications and Disqualifications to serve as a school governor

A governor must be aged 18 or over at the time of his/her election or appointment and cannot hold more than one governorship at the same school.

A person is disqualified from holding or continuing to hold office as a governor or associate member if he or she:

- is subject to a bankruptcy restriction order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order;
- has had his/her estate sequestrated and the sequestration has not been discharged, annulled or reduced;
- is subject to: - a disqualification order or disqualification undertaking under the Company Directors Act 1986 - a disqualification order under the Companies Directors Disqualification (Northern Ireland) Order 2002 - a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002 - an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a county court administration order);
- has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on the grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of anybody;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children;
- is disqualified from working with children or subject to a direction under section 142 of the Education Act 2002;
- is disqualified from working with children under sections 28, 29, or 29A of the Criminal Justice and Court Services Act 2000;
- is disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding or providing day care; is disqualified from registration under Part 3 of the Childcare Act 2006;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before or since becoming a governor;
- has received a prison sentence of 2½ years or more in the 20 years before becoming a governor;
- has at any time received a prison sentence of 5 years or more;
- has been convicted under section 547 of EA 1996 (nuisance or disturbance on school premises) or under section 85A of the Further and Higher Education Act 1992 (nuisance or disturbance on educational premise) during the 5 years prior to or since appointment or election as a governor;
- is employed at the school for more than 500 hours per academic year if wishing to stand for parent governor at the same school;
- has been disqualified from holding office as a governor of this school due to failure to attend governing body meetings for a continuous period of six months.



THE GOVERNING BODY OF

St Joseph's Catholic Primary School

Commerell Street East Greenwich London SE10 9AN

Election of parent governors

Please enter IN BLOCK LETTERS the name and address of the person being nominated for election:

Name: _____

Address: _____

Being the parent/carer of (name of pupil): _____

Signature of person nominated: _____

Signature of proposer (if different to nominee): _____

Name and address in BLOCK letters of proposer (if different to nominee):

I wish to submit my nomination for the election of parent governor (subject to DBS check).

I confirm a) that I am willing to stand as a candidate for election as a parent governor and b) that I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations.

Signature: _____

Date: _____

**Completed nomination forms must be returned to the school by
Friday 4th December 2020 at 1pm**

