



To the parents/carers of all pupils at Birley Spa Primary Academy

30th November 2020

Dear Parent / Carer,

Invitation of Expression of Interest for Parent Governor.

An exciting opportunity has arisen for a Parent Governor at Birley Spa Primary Academy. Notice of this vacancy has been posted on the school website. The Governing Body would welcome expressions of interest for the position from any eligible parent, please contact the school office.

All Governors complete a skills audit each year. The skills the Governing Body requires include: working with others, good communication skills, commitment to inclusion and understanding needs of the community.

Parent Governors are elected by other parents and carers of children at the school. The term of office is four years. The AGB has agreed that the initial term of office shall be for one-year subject to review.

An opportunity to find out more before committing

All parents completing an Expression of Interest are invited to meet the Chair of Governors and myself to discuss the commitment in time and responsibility that is required to fill the role effectively. This meeting has proved to be helpful to prospective candidates in clarifying what becoming a Parent Governor means in practice.

Timetable

If insufficient Expressions of Interest's are received to require an election, any nominee(s) will be declared elected unopposed. Subject to this, the timetable for the election (if this is required) is as follows:

Stage	Date
Closing Date for Receipt of Expressions of Interest	Monday 4 th January 2021
Meet the Chair	Ballot Paper and details of candidates will be sent to all Parents after this date.

Election Dates (If an election is required)	Tuesday 5 th January 2021 – Thursday 7 th January 2021
Counting of Votes and Declaration of Result	This will take place at the school on Friday 8 th January 2021

Should you have any questions about the role of parent governor, or about the election process, please contact the Chair of the AGB Mr Ed Wydenbach via the school office.

Yours sincerely



Louise Pink
Headteacher

Enc: Eligibility Criteria
Expression of Interest Form (Parent Governor)



L.E.A.D. Academy Trust

Lead • Empower • Achieve • Drive

APPENDIX A

Becoming a L.E.A.D. Governor – Eligibility Criteria

Anyone can become a Governor unless any of the following apply. You cannot become or remain a governor if:

- you are **aged under 18**
- you have a **mental disorder** and have been detained under the Mental Health Act 1983
- you have been adjudged **bankrupt** and have not been discharged
- you are **disqualified from being a company director**
- you have been **removed from office as a charity trustee** because of maladministration
- you are **prohibited** from working in schools as a **teacher or member of the support staff** or from being **the proprietor of an independent school**
- you have been convicted in the last five years of a **criminal offence** resulting in a prison sentence of three months or more, whether suspended or not
- you have been convicted in the last twenty years of a **criminal offence** resulting in a prison sentence of two and a half years or more
- you have ever been convicted of a **criminal offence** resulting in a prison sentence of five years or more
- you have been fined under the Education Act 1996 for **causing a nuisance or disturbance on a school site** in the last five years
- you refuse to undertake a Disclosure and Barring Service (DBS) check.

This is a summary of the relevant Regulations, which have legal force. The Regulations say that you should not become a Governor if any of the above apply. If you are already a Governor and any of the above apply, you must advise the L.E.A.D. Governance Team.



APPENDIX B

**Expression of Interest in standing as a Parent Governor to: Birley Spa Primary
Academy L.E.A.D. Academy Governing Body**

Title: (Mr/Mrs/Miss/Ms etc.)

Full name (block capitals)

Address and postcode:

Telephone number(s):

E Mail:

Parent of:

Class:

**Please give details if you are a Governor or employee at this or any other
School:**

I understand that my election as a Parent Governor is subject to election by parents of the school, Governor eligibility criteria, skills audit and DBS check.

I confirm that I have received, read and understood and that I meet the Governor eligibility criteria.

Signature:.....Date:.....

In the event of a ballot being needed, please indicate if you wish your address to be shown on the ballot form. ☐ Yes No ☐ (*tick as appropriate).

****If you do not tick one of these boxes your address will be shown on the form.***

Personal Statement (Not more than 160 words):

(please explain your reasons for wishing to be considered for appointment / election as a Parent Governor including why you believe your experience, skills and abilities may be helpful to the AGB and to the school)