



11th February 2021

Dear Parent/Carer

PARENT GOVERNOR ELECTION

Two vacancies have arisen for Parent Governors on the Local Governing Body (LGB) and all parents are now invited to stand for election to fill these positions. The LGB works closely with me and the Senior Leadership Team to monitor standards and make some important decisions about our school. The LGB is not involved in our day-to-day operation but has an important role in supporting the strategic leadership of the Collegiate.

The role of governor is a voluntary one; it attracts no remuneration but provides an opportunity to contribute in an important and meaningful way to our community. We welcome applications from parents/carers of all backgrounds and ethnicities and from those with disabilities. Experience of working as part of a board would be beneficial, but not essential. Very few people cannot be governors (please see below a list of restrictions that would prevent someone from becoming a school governor). All governors are required to undergo a DBS check. As well as having a general interest in education, a recent skills audit has identified a need for a governor with experience of HR, financial management, health and safety or behaviour and inclusion so it would be a bonus if the new candidates had some experience with any of these backgrounds.

The LGB meets twice per term and meetings usually take place on Tuesday evenings, 6-8pm. In addition, governors are expected to attend governor training, including an annual training day at the Collegiate which takes place on a Saturday in January.

If you would like to stand for election as a Parent Governor, please email the completed nomination form, declaration and short personal statement explaining why you wish to be considered to sara.scott@tct-academies.org, the Governance Manager at The Collegiate Trust, **by 10.00am on Monday 1st March 2021**. Any nominations received after this time will not be considered. If more than two nominations are received, a ballot will be arranged. The personal statements provided would be circulated and parents would be invited to vote. If you would like to find out more about the role prior to standing for election, please contact Sara Scott who will make arrangements for you to speak with Vernon Rapley the Chair of the LGB or with another experienced member of the LGB.

I hope that this opportunity will appeal to some parents and I look forward to welcoming new Parent Governors to the LGB shortly.

Yours sincerely

Mr S Dey
Principal



DECLARATION OF ELIGIBILITY TO BE A PARENT GOVERNOR ON A LOCAL GOVERNING BODY:

I declare that I am not disqualified from serving within an education environment and that:

- I am aged 18 or over and not a registered pupil at the school.
- I am not the subject of a bankruptcy restriction order, an interim bankruptcy restriction order, a debt relief restriction order or an interim debt relief restriction order.
- I have not been declared bankrupt, and my estate has not been seized from my possession for the benefit of any creditors and the declaration or seizure has been discharged, annulled or reduced.
- I am not subject to a disqualification order or a disqualification undertaking under either the Company Directors Disqualification Act 1986 or the Company Directors Disqualification (Northern Ireland) Order 2002, or a disqualification order under the Companies (Northern Ireland) Order 2002.
- I am not subject to 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 trustee for a charity: by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, for which I was responsible or to which I was privy, or to which my conduct contributed to or facilitated; or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- I am not disqualified from acting as a Trustee and I have not been convicted of any offence which falls under section 178 of the Charities Act 2011, or any re-enactment or modification of that provision, or by any provision in the Companies Act 2006.
- I have not been found to be unsuitable by the Secretary of State under the provisions of the funding agreement.
- I have not been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 (and as amended) and excluding any offence for which the maximum sentence is a fine or a lesser sentence.
- I understand that I will be disqualified from holding or continuing to hold office if I do not make an application to the Disclosure and Barring Service for a criminal records certificate and if I do not provide to the Chair of the Board a criminal records certificate at an enhanced disclosure level.
- I understand that if in the opinion of either the Chair or the Principal / Head Teacher the certificate discloses any information which would confirm my unsuitability to work with children that I will be disqualified.
- I understand that I will cease to hold office if I become incapable by reason of illness or injury of managing or administering my own affairs.

Signed (Electronic signature is acceptable):

Print Name:

Date:



ELECTION OF PARENT GOVERNOR NOMINATION FORM

I wish to stand for election as Parent Governor.
My child attends this school.

Signed (Electronic signature is acceptable):

Print Name:

Date:

Personal Statement Form

Why I would like to become a parent governor: -

Please return nomination form, personal statement and declaration to Governance Manager for The Collegiate Trust, Sara Scott, at sara.scott@tct-academies.org by **10.00am on Monday 1st March 2021**