



DELCE ACADEMY

The Tideway, Rochester, Kent, ME1 2NJ Tel: 01634 845242

Principal: Karen L White MA (SES)

Wednesday, 7th June 2017

Dear Parents and Carers

Parent Governor Vacancies

We currently have two vacancies for parent governors on our Local Governing Body (LGB). Delce Academy has always aimed for a partnership with parents, which undoubtedly brings great benefits to the children. One of the most significant ways you can help in promoting this aim is to volunteer to be a Parent Governor.

Parent Governors are welcomed as valued members of the team and play a vital role in ensuring the LGB is aware of the views of parents and the local community. We feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

Any parent or carer with a child or children currently at Delce Academy can be nominated or nominate themselves for election, we just ask candidates are:

- Committed** Devoting the required time and energy to the role and aiming to achieve the best possible outcomes for pupils. Prepared to give time, skills and knowledge to developing themselves and others in order to create highly effective governance. The LGB meets between three and six times a year and Governors are expected to conduct monitoring visits at least three times a year. The term of office for an LGB Governor is 3 years, but they can be re-elected as long as they still have a child at the school.
- Confident** Of an independent mind, able to lead and contribute to courageous conversations, to express their opinion and to play an active role on the LGB.
- Curious** Possessing an enquiring mind and an analytical approach and understanding the value of meaningful questioning.
- Challenging** Providing appropriate challenge to the status quo, not taking information or data at face value and always driving for improvement.
- Collaborative** Prepared to listen to and work in partnership with others and understanding the importance of building strong working relationships within the board and with executive leaders, staff, parents and carers, pupils/students, the local community and employers.
- Critical** Understanding the value of critical friendship, which enables both challenge and support, and self-reflective, pursuing learning and development opportunities to improve their own and whole board effectiveness.
- Creative** Able to challenge conventional wisdom and be open-minded about new approaches to problem-solving; recognising the value of innovation and creative thinking to organisational development and success.



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The LGB's main tasks are:

- to ensure that the school has a clear vision, ethos and strategic direction within the Castle Trust;
- to hold the Principal and Heads of School to account for the educational performance of the school and its pupils;
- to oversee the financial performance of the school and making sure its money is well spent.

Most of the LGB's work takes place during its meetings, which occur termly. LGB Governors are also required to conduct monitoring visits to the school from time to time, to see how learning is delivered or to monitor areas that need improvement. All Governors have access to training to help them carry out their role, including safeguarding. We try to make training as convenient and flexible as possible, so that serving on the LGB can be a rewarding development opportunity for everyone.

The term of office is for 4 years whether or not the child of the elected parent remains at the school for the whole of this period. A Parent Governor elected now will hold office until 2021 and, like other Governors, will be able to stand for re-election providing they are still eligible.

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 LGB's work. At the current time, however, we would particularly welcome nominations from parents with skills or experience in financial analysis or budget management.

Enclosed with this letter is a nomination form that you can use to nominate yourself or another parent, with their consent, for election as a Parent Governor. There is space on the nomination form for a statement of not more than 500 words by the person nominated in which they can give such details as they wish about themselves, their views and the skills they believe they can bring to the governing body. This statement will be included on the voting paper if an election is necessary. **Please return nominations to the School Office by Wednesday 21st June 2017.**

Certain people are disqualified from being Governors and, as such, candidates are asked to please consult the attached sheet detailing the disqualification criteria before making a nomination. If grounds for disqualification come to light after appointment the person is automatically barred from being a governor and the appointment will terminate with immediate effect. Please note that for the protection of children all governor appointments are subject to an identity check.

If there are more applications than vacancies, we will hold an election and you will be sent a voting paper in due course. You may return the ballot paper either via your child or by post.

If you would like to discuss this opportunity before completing the form, please contact the School Office.

Best wishes

Karen White, MA, SESI

Principal

Susan Burt

Chair, Delce Local Governing Body



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Election of Parent Governors

Nomination Form

Full Name:

Address:

My child _____ is in class _____
at Delce Academy and I am willing to serve as a parent governor if I am elected.

Please find my statement for inclusion on the voting paper below:

Statement (not more than 500 words):

I confirm that I am not disqualified from appointment for any of the reasons detailed on the attached qualifications and disqualifications guidance information sheet.

Signed:

Dated:

Completed nomination forms should be returned to the school office by post or by hand in a sealed envelope marked P & C Governor elections to safeguard the secrecy of the ballot.

The closing date for return of nomination forms is **Wednesday 21st June 2017**.



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Qualifications and disqualifications from acting as a Parent Governor - guidance information

1. General

A person is disqualified from being elected, appointed, holding or from continuing to hold office as a governor of a school at any time when;

- The person is a registered pupil at the school;
- The person is under 18;
- The person holds the office of more than one governor at the same school.

A person who is disqualified from holding office as a governor of a school under this schedule is also disqualified from holding or continuing to hold office as an associate member of the governing body unless the disqualification is under paragraphs 1 or 2 of this schedule.

2. Disqualification criteria for parent governors

A person is disqualified from election or appointment as a parent governor if they are;

- An elected member of the local authority;
- Paid to work at a Trust school for more than 500 hours in any twelve consecutive months;
- Included on the list kept under section 1 of the Child Protection Act 1999(7);
- Disqualified from working with children under sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000(10);
- Disqualified from registration under part 3 of the Childcare Act 2006(12);
- Convicted within the UK or elsewhere, of any offence and a sentence of imprisonment (whether suspended or not) has been imposed on them for a period of not less than 3-months (without the option of a fine) within the 5-year period immediately preceding their date of appointment.
- Refusal to make an application for an enhanced Disclosure and Barring certificate.

A person is not disqualified from holding or continuing to hold office as a parent governor or to fulfil any of the requirements set out in this schedule if they cease to be a parent of a child registered on role at the school.

3. Failure to attend meetings

This paragraph applies to every governor other than those who are governors by virtue of the office they hold.

A governor who, without the consent of the governing body, fails to attend meetings for a continuous period of six months is disqualified from continuing to hold office at the school.

4. Bankruptcy

A person is disqualified from holding or continuing to hold office as a governor of the school if;

- Their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced;
- They are the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief or interim debt relief restrictions order.

5. Notification to the LGB Clerk

Where a person is disqualified from holding or continuing to hold office as a governor of the school by virtue of any of the disqualification criteria they must give notice of that fact to the Clerk immediately.