

Oaklands Junior School



Acting Headteacher:
Mrs H West

24th February 2014

Dear Parent/Carer,

NOTICE OF ELECTION OF PARENT GOVERNORS

I am writing to advise you that the Governing Body of Oaklands Junior School have vacancies for Parent Governors.

The Governors at Oaklands are an extremely committed group of people, who are striving to provide your children with the best education possible in the happiest of surroundings. Parent Governors are an integral part of the team and make an important contribution to the continued success of the school.

As Returning Officer, I would be delighted to receive nominations from any parent or guardian who wishes to participate in and support the work of the Governing Body by standing for election. Each parent or carer may nominate him/herself.

If you wish to stand for election you should:

1. Complete the Parent Governor declaration of eligibility
2. Complete the nomination form
3. Have your form supported by a proposer and seconder, who currently have children attending the school
4. Insert a brief personal statement of not more than 200 words
5. Return the completed forms, addressed to the Returning Officer, c/o the School Office by:
Monday 3rd March 2014 at 3.20 p.m.

If the number of nominations received does not exceed the number of vacancies, all nominations will be appointed without a ballot on **Monday 3rd March 2014 at 3.20 p.m.**

If there are more nominations than vacancies, a secret ballot will be held and each parent will be issued with a voting paper via pupil post. The voting count will take place on **Monday 10th March 2014 at 3.20 p.m.**

All parents will be notified of the result via parent mail/pupil post.

A copy of the rules of election is available to view in school.

Yours sincerely,

Mrs. P. Cooper
Returning Officer
Clerk to the Governors



PARENT GOVERNORS

General Criteria for disqualification:

1. Governors must be aged 18 or over at the date of their election or appointment.
2. Cannot hold more than one governorship of the same school.
3. Not be liable to be detained under the Mental Health Act 1983.
4. Failure to attend meetings for 6 months without the consent of the governing body.
5. Bankruptcy.
6. If disqualified from serving as a company director or as a charity trustee.
7. If included in the list of people who employment with children or young people is restricted or prohibited.
8. Are disqualified from working with children
9. Are disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
10. Has been sentenced to three months or more of in prison (without the option of a fine) in the last five years before becoming a governor or since becoming a governor
11. Have received a prison sentence of two and half years or more in the 20 years before becoming a governor
12. Have at any time received a prison sentence of five years or more
13. Have 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
14. Refusal to an application being made to Criminal Records Bureau for a criminal records certificate.

Parent Governors:

A person shall be disqualified for appointment or election as a parent governor if he is:

1. An elected member of the LA
2. Employed in any capacity at the school for more than 500 hours a year.

Declaration of eligibility to stand as a Parent Governor at Oaklands Junior School

Please print

I, Mr / Mrs / Miss / Ms (Full Name).....

(Full Address)

.....

I have read the criteria for disqualification as a Parent Governor and confirm that I am eligible to stand for election.

Signed Date

Please turn over

NOMINATION FORM FOR ELECTION OF PARENT GOVERNOR (S)

I wish to stand for election as a Parent Governor at Oaklands Junior School.

Surname	(Please print)	Mr / Mrs / Miss / Other
First Names		
Address		
Postcode		Telephone
I am the parent of		Class

The following parents of children currently attending the school wish to propose and second my nomination:

Proposer	Full Name (please print)	Mr / Mrs / Miss / Other
	Full Address	
	Signature	Date
Seconder	Full Name (please print)	Mr / Mrs / Miss / Other
	Full Address	
	Signature	Date
Brief personal statement by nominee (not more than 200 words)		
.....		
.....		
.....		
.....		
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.....		
.....		
.....		
.....		
Signed		
Date		

Please return your completed form to the Returning Officer, c/o the School Office, by no later than 3.20 p.m. Monday 3rd March 2014

Oaklands Junior School



Acting Headteacher:
Mrs H West

WANTED PARENT GOVERNORS

We are seeking people who fit the following description

- Currently have a child or children in our school
- Have an open and enquiring mind
- Shows a willingness to listen and make informed judgements
- Are able to work well with others
- Are interested in education generally and our school in particular
- Have a desire to play a part in improving our school
- Are willing to give about 10 hours per term to attend meetings and training

If you match the above description, you could be the very person to become a parent governor. Everyone has something to offer and we want people from as many backgrounds and interests as possible.

REWARD

In return we can offer:

- An insight into the wider perspective of the school through long-term planning
- A chance to develop skills in strategic management
- The opportunity to work with our team of governors and staff in improving our school
- Training to develop an understanding of specific school management issues
- The support and assistance of local and county staff
- A sense of achievement in making a difference to our school
- The pleasure of seeing children learning

The governing body of our school is responsible for:

- Ensuring that pupils receive high quality education and that the conduct of the school reflects this aim
- Working with the headteacher on the strategic planning and management of the school
- Considering and agreeing the aims and policies of the school
- Discussing and approving the targets for improvement
- Appointing the staff
- Setting and monitoring the budget
- Monitoring the performance of the school
- Reporting to the parents and community on how we have accomplished our tasks

GOVERNORS LINK COMMUNITIES AND SCHOOLS

Governors are the link between the school and the community and representatives of all those with an interest in the well-being and reputation of the school are needed.

We are all volunteers working in our own time, and we are all busy people. However we feel that we gain much in personal development as well as a feeling of satisfaction that we have played an important part in improving education in the local community. There are opportunities to work with others on all aspects of strategic planning and management including financial oversight and personnel issues. Although we deal with the total school finances, we employ staff to do the actual work on our behalf, just as we take an interest in the teaching but employ teachers to actually teach the pupils.

TEAM WORKING

We work together as a team. Sometimes the whole governing body is involved and sometimes we work in smaller committees or working groups. This gives us the chance to develop specific interests of our own as well as for the benefit of the whole governing body. Those of us who are not currently employed outside our homes, find that being a governor provides an opportunity to get together with other adults who we may never have met in other circumstances, work as team members in a worthwhile cause and develop skills and expertise that we weren't certain we had before joining the governing body!

DIFFERENT PEOPLE

The governing body seeks individuals from as many different backgrounds as possible in order to fully reflect the community the school serves. Everyone has something to offer. Specific training (free) is available to develop an understanding of school finance and budgeting, strategic planning, and personnel issues and there are staff in the Local Authority who are there to support and advise individuals and the governing body in their responsibilities.

REPRESENTING PARENTS

As a parent governor you would be a representative of the parents, but you would not be mandated to vote on their behalf. It may be useful to get the general feelings from parents on various issues from time to time, but in seeking to fill the post of parent governor, the governing body are looking for someone who will help them see the school from the widest possible viewpoint. Parents are vital to the work of the governing body. As a parent governor you will be a governor in your own right with the same responsibilities as everyone else to work together as part of the governing body for the good of the school.

MAKING A DIFFERENCE

Governors can make a real difference to the performance of the school and have a real part to play in making the school successful. If you are interested in joining us to help improve education for the children in this school, please complete the attached nomination form and return it as soon as possible. You can contact any of us through the school office for more information.

John McLaren Chair of Governors