

John Masefield High School and Sixth Form Centre

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16 December 2019

Dear Parents/Carers

Election of Parent Governors

We are writing to invite you to stand as a parent governor, or nominate another parent to do so. We currently have two vacancies for parent governors.

The governing body has an extremely important role in the school and has three core functions:

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

Becoming a governor is a very rewarding and worthwhile experience. Effective governors do not need to have educational experience but do need to be committed to the school, willing to ask questions and offer appropriate support and challenge. Governors have a strategic rather than an operational role and have a number of opportunities to access training or development to improve and enhance their knowledge and skills.

We have six full governing body meetings a year and in addition to this each governor is part of one of the committees which also meet up to six times a year. Every governor is linked to an area of school focus, which as well as developing knowledge and understanding, helps build positive and constructive relationships. Governors are asked to act with integrity, honesty and objectivity and act at all times in the best interests of the school.

We are looking to recruit parents who feel they have the skills and experience which would add value to the governing body and be prepared to play a part in our proactive work. We would welcome all nominations from parents and are especially looking for the following skills:

- HR, financial or legal expertise;
- Previous experience as a governor.

Parents, or anyone who has parental responsibility for a pupil on the school roll at the time of the election can stand for election, nominate someone for election and vote in the election. The attached sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school of more than 500 hours per

academic year, or who are elected members of Herefordshire Council are not eligible to stand in these elections.

If you would like to make a nomination, please complete the enclosed nomination form and return to the school no later than Friday 17th January.

If there are more nominations than vacancies, the election will be by secret ballot. If this is necessary, voting papers will be sent to all parents together with details of the ballot procedure. If the number of nominations received is the same as, or fewer than, the number of vacancies to be filled then the parent nominated will be elected unopposed.

If you would like to know more about becoming a parent governor, please email Rebecca French, Clerk to the Governors, rebecca.french@jmhs.hereford,sch.uk

Please think about taking on the role, or nominating someone who you think will do well. Committed parent governors are vital to the school's continuing success.

Yours faithfully,

Lucy Potter
Chair of Governors

Andrew Evans
Headteacher

Qualifications and Disqualifications

The School Governance (Constitution) (England) Regulations 2003 stipulate that some individuals are disqualified from holding office. Individuals, who must be over 18, are disqualified from holding office, under these regulations, if they have:

- a criminal conviction resulting in imprisonment of not less than 3 months, without the option of a fine, which has occurred within the last 5 years;
- a conviction within the past 20 years which resulted in a prison sentence of not less than 2 ½ years or at any time had a prison sentence of not less than 5 years;
- been adjudged bankrupt as defined under paragraph 6 of schedule 6;
- a mental disorder and are liable to be detained under the Mental Health Act 1983;
- have been disqualified as a company director as defined under paragraph 7 of schedule 6;
- have been disqualified as a charity trustee as defined under paragraph 8 of schedule 6;
- have had their employment prohibited or restricted; (currently called List 99);
- have been disqualified from working with children under the Criminal Justice and Court Services Act 2000;
- have been disqualified from being a proprietor of an independent school;
- been fined for causing a nuisance or disturbance on school premises.

**JOHN MASEFIELD HIGH SCHOOL AND SIXTH FORM CENTRE
ELECTION OF PARENT GOVERNOR NOMINATION FORM**

Name of Nominee _____

Address _____

The above named parent has a child at the school, is willing to serve if elected, and I would like to nominate him/her for appointment as a governor of the school.

Nominated by (you may nominate yourself) _____

Address _____

Signature _____ **Date** _____

Signature of nominee _____ **Date** _____
confirming willingness
to stand

Information about the nominee which he/she would like printing on the voting papers.
(not more than 250 words)