

10th January 2024

Parent Governor Vacancy – Abbey College Needs You!

Dear Parents and Carers,

The Governing Body at Abbey College currently has a parent governor vacancy and is seeking self-nominations for an enthusiastic and committed parent or carer to join the board.

No qualifications are required for the role but we would be particularly keen to receive nominations from parents with experience of sitting on other committees, trusts or boards.

Being part of the Governing Body is rewarding and gives you the opportunity to be involved in the strategic direction of the school and to make real change. As a governor, you will make a vital difference to the education and future of the children in Ramsey and its surrounding areas.

As you will be aware, Abbey College was judged to be 'Good' by Ofsted in 2023. The inspection report praised the contribution of governors and their role in helping to establish a culture of high expectations and aspirations for our students. You would become part of this successful Governing Body and help us on our journey to become an 'Outstanding' school and to provide an outstanding education for the children in our care.

As part of the Governing Body you will have the opportunity to network and make new friends, while developing new skills and undergoing free training. Many employers are very supportive of their staff becoming governors and value the experience gained from holding the position. It is also a useful addition to your CV.

We have answered some frequently asked questions below:

What are parent governors?

Parent governors are elected by other parents and are vital to our Governing Body due to their knowledge of the local area and the views of other parents and community members. They are on the Governing Body as representative parents but they are not delegates and other parents cannot mandate them on how they should vote.

What do governors do?

Governors do not run the school day-to-day but are responsible for performance, planning, finance and ensuring that the school provides the best education it can for students, parents and the local community. All governors are also Trustees and Non-executive Directors of the Academy and are registered as such with Companies House.

How much time will it take?

Being a governor does require a time commitment both in the evening and on occasion, during the school day. There are three full governing body meetings each year and governors also serve on at least one committee which meet a further six times a year. Meetings are usually held on a Tuesday evening. In addition, governors may be expected to participate in various evaluation exercises during the school day and attend other College events such as student forums and parent evenings.

Many school governors, however, are in full-time work. Many employers actually encourage their staff to become school governors. They realise that the skills gained through being a school governor are transferable to the workplace. Employment law gives people the right to reasonable unpaid time off and some employers give paid leave for school governor duties.

Who can be a parent governor?

All those who have parental responsibility and are over the age of 18 are eligible to stand for election, including parents who work at the school provided that they work for less than 500 hours per year when they are elected. A parent who works for the school for 500 hours or more or a parent who is an elected member of the local authority (County Councillor) is not eligible to stand for election but they are permitted to vote in the election. If insufficient parents stand for election the governing body can appoint nominated parents to the Governing Body.

There are some circumstances that disqualify an individual from serving as a school governor and you will be asked to complete a "self-declaration of eligibility" form to state that there are no reasons for which you would be disqualified. We also conduct a DBS check on all appointed governors.

How do I nominate myself?

If you would like to put your name forward, you should complete the self-nomination and declaration of eligibility forms, attached to this letter. You should also submit a short personal statement about yourself of no more than 200 words. This will be circulated to all parents in the event of an election. All forms and statements should be returned to the school reception in a sealed envelope, marked for the attention of the Clerk to the Governing Body, by 3.00pm on the Friday 9th February 2024. On the 16th February we will inform parents of the outcomes from the nomination process.

If there are more nominations than vacancies, a ballot will be necessary, and a Notice of Poll will be issued. We will send ballot forms home via parent mail with the names of the candidates and their personal statements. Further details of the voting arrangements and the return of ballot papers will be provided at this time.

If you require a copy of this letter in a language other than English or in large print format please contact kdodsley@abbey.college.

I hope this is something that interests you and look forward to receiving your application. If you have any further questions, please contact kdodsley@abbey.college and we will organise a time to discuss this further.

Yours faithfully,



Andy Christoforou

Headteacher of Abbey College

Election for a Parent Governor at Abbey College Ramsey

Name:

Child(ren) in Year(s):

I am willing and eligible to stand for election as a parent governor at Abbey College Ramsey

Name of Candidate:	
Signature:	

Date:

Short personal statement about yourself (no more than 200 words)

Declaration of Eligibility Form for New and Re-Appointed/Elected Governors

Please read the following notes about disqualification, sign the form and return it to your clerk. The clerk should make sure this form has been completed and is recorded on the Single Central Record. The completed form needs to be stored separately and securely in the school, respecting data protection law when storing personal data.

The information you give on this form will enable your eligibility to serve as a governor to be established. These measures form part of the school's routine procedures for ensuring the safety of pupils. *All governors have a duty to provide this information which will be entered onto the DfE GIAS database but will not be publicly available.

*Full name (including title):

*Any previous name:

*Nationality:

*Date of Birth:

Home address:

*Postcode:

Home tel:

Work tel:

Email address:

School:

Proof of Identity (please tick)

Driving licence ☐

Passport ☐

Birth certificate ☐

The School Governance (Constitution) (England) Regulations 2012

I declare that I am not disqualified from serving as a school governor under the disqualification regulations and that:

- I am aged 18 or over at the time of this election or appointment
- I do not already hold a governorship at the same school **

A person is disqualified from holding or continuing to hold office as a governor of a school if, in summary, that person:

- is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order' an interim debt relief restrictions order; or their estate has been sequestrated and the sequestration has now been discharged, annulled or reduced
- is subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986; a disqualification order under the Companies (Northern Ireland) Order

2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order)

- has 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, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body
- has been removed from office as an elected governor within the last five years
- is included in the list of people considered by the Secretary of State as unsuitable to work with children or young people
- is barred from any regulated activity relating to children
- is subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008
- is disqualified from working with children or registering for child minding or providing day care
- is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a governor or since becoming a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more
- has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor
- refuses a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate

**** This does not apply to governors being considered for re-appointment or standing for re- election.**

I confirm that I am not disqualified under any of the conditions set out above.

Signature_____

Date_____