



Ingoldsby Academy

Lenton Road, Ingoldsby, nr. Grantham,

Lincolnshire, NG33 4HA

Telephone: 01476 585278

Email: enquiries@ingoldsbyacademy.co.uk

www.ingoldsbyacademy.co.uk

Principal: Mrs M Capes

12th March 2019

Dear Parent/Carer

PARENT GOVERNOR VACANCY ON THE ACADEMY SCRUTINY COMMITTEE

I am writing to you to invite you to stand for election as a parent governor on the Academy Scrutiny Committee. In our Academy we have provision for 2 parent governors and there are currently two vacancies from the 26th March 2019.

The Academy Scrutiny Committee has three key functions:

- Understanding and promoting the Trust's and the Academy's vision and ethos.
- Scrutiny and Challenge of achievement of targets, school improvement and pupil outcomes. Escalation of any concerns to the Trustees via the Executive; and
- Supporting and facilitating parental and community engagement.

No special qualifications are needed and the most important thing is to have a keen interest in the Academy and be prepared to play an active part in the Academy Scrutiny Committee's work. The main benefit you can gain from being a governor is a sense of satisfaction through involvement in the most important volunteering role in education. The collective support and challenge you make as a member of the ASC, will help shape the future of children at the academy. Training is available for all governors.

All governors have the same roles and responsibilities; as a parent governor you would be a representative parent, not a representative of parents. The role and responsibilities of a governor are set out in further detail in the attached governor role description.

It should be noted that an elected Parent Governor is appointed for a four year term and may continue in office even though their child may have left the Academy part way through their four year term of office.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year or who are elected members of the Local Authority, are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election please complete the enclosed nomination form and return it to the school no later than 26th March 2019. You may also include a short personal statement to support your nomination, which should be no longer than 500 words. You will



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then be invited to meet with the Chair of Governors and/or Principal who will provide information on the role and provide you with an opportunity to ask any questions.

If there are more nominations than vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

If you are in any doubt about your eligibility to stand for election please contact the Returning Officer who will be able to supply you with further details.

If the number of candidates exceeds the number of vacancies you will be sent voting slips and details about the electoral process via your child. The results of the election will be placed on the Academy notice board.

Any queries relating to this election should be made to the Returning Officer, Mrs Capes, at the Academy.

Yours sincerely

Melanie Capes
Returning Officer



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Parent Elections Nominations Form

Election of Parent Governors at Ingoldsby Academy

Please enter IN BLOCK LETTERS the name and address of the person being nominated for election:

Name: _____

Address:

Signature of person nominated: _____

Personal Statement (maximum 500 words)

I wish to submit my nomination for the election of parent governor.

I confirm (i) that I am willing to stand as a candidate for election as a parent governor and (ii) that I am not disqualified from holding office for any of the reasons set out in the School Governance (Constitution) (England) Regulations 2012.

Signature

Date

Completed nomination forms must be returned to the school by 26th March.



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Eligibility to serve as a Parent Governor

- A “parent” is a person with parental responsibility as defined by the Children Act 1989. This includes married parents, mothers of non-marital children and divorced or separated parents. It may also include unmarried fathers who may acquire parental responsibilities by agreement with the mother or by means of a Court Order. Guardians, non-parents in respect of whom a Residence Order is made and local authorities in respect of whom a Court Order is made may also acquire parental responsibility.
- An “eligible” parent means a parent who has a child registered at the academy at the time of election and is eligible to vote, to nominate candidates and to stand for election to the Academy Scrutiny Committee.
- In certain circumstances a parent may not be eligible to become a governor if they have been judged bankrupt or have certain criminal conditions.
- Each parent has one ballot paper irrespective of the number of children at the academy and may vote for up to the number of parent governors to be appointed.
- A person is disqualified from election or appointment as a parent governor of a academy if they are:
 - An elected member of the local authority or;
 - Paid to work at the academy for more than 500 hours i.e. for more than one third of the hours of a full-time equivalent in a academy year at the time of their election or appointment.
- Parent governors are entitled to serve out their term of office even if their child has left the academy
- In the event of a parent governor resigning, then an election shall be called as soon as possible, through the full nomination and election procedures.
- Any appointment as a parent governor will be subject to a satisfactory Disclosure and Barring Service (DBS) check including barred lists.

A person is disqualified from holding or continuing to hold office if that person:

- is the subject of a bankruptcy restrictions order or an interim order, debt relief restrictions order, an interim debt relief restrictions order or their estate has been sequestrated and the sequestration has not 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 Part 2 of the Companies (Northern Ireland) Order 1989, 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);



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- has been removed from the office of charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of anybody;
- is included in the list of teachers or workers 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 disqualified from working with children or from registering for child-minding or providing day care;
- is disqualified from being an independent academy proprietor, teacher or employee by the Secretary of State;
- has been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
- has received a prison sentence of two years or more in the 20 years before becoming a governor;
- has at any time received a prison sentence of five years or more;
- has been fined for causing a nuisance or disturbance on academy premises during the five years prior to or since appointment or election as a governor;
- refuses a request by the clerk to make an application to the Disclosure and Barring Service (DBS) for a DBS certificate.