



St. Peter's
Church of England Primary School

LOVE LEARN SHINE
Shine in the light and love of God.

Friday 29 September 2023

Dear Parent

PARENT GOVERNOR VACANCY – Nominations Now Open until Friday 27 October 2023.

I am writing to let you know that there is one vacancy for a parent governor on our Local Governing Board (LGB).

The school's governing body is made up of 9 Governors of which 4 are elected by the parents. There is currently one parent governor vacancy. The remaining members include the Head teacher, school staff and governors appointed by the community.

A recent skills audit of the current governing body highlighted two areas of expertise or interest in which the board would benefit from a greater understanding, namely finance, health and safety and premises/buildings management. Any parent with a particular knowledge of these areas is therefore strongly encouraged to consider nominating themselves. We would of course also welcome nominations from any parent who has skills in other areas and is keen to support our school through serving on the governing board.

The term "parent" here includes anyone who has custody of a child registered at the school, as well as "natural" parents. This letter is also being sent to families with children starting in September as they are eligible to nominate themselves also.

What do Governors do?

The governing body of St Peter's works under a clear scheme of delegation from Yorkshire Causeway Multi Academy Schools Trust to support, challenge and encourage the headteacher to ensure the continued growth and development of the school.

Once appointed or elected, all governors operate in the best interest of the children. Their task is to govern the school. This means focusing on the core functions of providing strategic leadership; holding the Head teacher to account and making sure the school's money is well spent.

Telephone: 01423 569684 Fax: 01423 521080

Headteacher – Mr Paul Griffiths. Belford Road, Harrogate, North Yorkshire, HG1 1JA

Email: admin@stpeters.ycst.co.uk Website - <https://stpeters.ycst.co.uk>

Part of Yorkshire Causeway Schools Trust, a charitable company limited by guarantee registered in England and Wales with company number: 07663935. Registered Office: St Aidan's CE High School, Oatlands Drive, Harrogate, North Yorkshire, HG2 8JR.





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A key role of the governing body is to ensure that the school remains true to its core vision at all times.

The governors, as a body have a range of responsibilities. Being a governor is an important and worthwhile role. The parent governor term of office is four years which is permitted to continue even if their child(ren) leaves the school during this period.

New governors should be willing to attend training to help them learn what the position entails, along with attending at least five governor meetings during the academic year and visit the school to help evaluate the impact of its work.

Do Parent Governors have special responsibilities?

No. All governors are equally responsible and discharge their responsibilities as a body not individually. Parent Governors speak as parents: they cannot speak for all parents.

Are there any restrictions which could disqualify parents from becoming a Parent Governor?

Yes, but they are unlikely to apply to most parents considering becoming a parent governor. The restrictions are contained in the School Governance (Constitution) (England) Regulations 2012, regulation 16 and subsequent amendment Regulations. A copy of these is attached as a Self-Declaration form with all nomination forms requested. Parents putting themselves forward for election will be required to sign this document and return it with a nomination form. If any of the restrictions apply you should not proceed with your nomination as a governor. Also, you are disqualified from election or appointment as a parent governor if you are an elected member of the local authority (or if you are paid to work at the school for more than 500 hours in any twelve-month period commencing on 1st August and finishing on 31st July).

Governors are subject to enhanced DBS checks and the school will provide the elected parent with the necessary information as to how to access and complete the on-line application form. They will then need to provide the school with proof of identity (as detailed in the list of Valid Identity Documents) before the Head teacher can complete and forward the school's verification form to DBS in Liverpool.

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It is recommended that parents considering nomination discuss this with me if they have any concerns over issues which might be highlighted by an enhanced DBS, as they may not exclude them from acting as a Parent Governor.

How are Parent Governors elected?

Parent Governors must be over 18 years of age and have a child(ren) at the school when they are elected. Nomination forms are available from the school office to be completed and signed by each candidate. Candidates can also make a short statement about themselves. Both documents should then be returned to school office or via email to admin@stpeters.ycst.co.uk

If more nominations are received than there are places to fill, an election will be held. At this stage each parent in the school will receive a ballot form and envelopes for its return. The form explains how votes may be cast.

If the number of nominations is equal to or less than the places to be filled, then those people nominated will be declared elected.

The rules for election are written down in Procedures set out by the local authority, and these can be inspected at the school.

Result of the Election

The name of the person elected will be displayed at the school and communicated via the school newsletter.

Anyone with a query about the election is invited to contact the school.

THE CLOSING DATE FOR NOMINATIONS IS FRIDAY 27 October 2023.

Best wishes

Mr Paul Griffiths – Headteacher & Returning Officer

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