

Dear Parents and Carers,

### **FOLKESTONE ACADEMY PRIMARY AND SECONDARY PARENT GOVERNOR ELECTIONS**

I am writing to inform you that we have vacancies for two Folkestone Academy parents on the Local Governing Body.

Whilst only one parent governor is required, listening to parents is important to us and as the school is so large and represents families from ages 3-19, we are hoping to recruit two parent governors; one to represent the primary phase, and one to represent the secondary phase. We would like to invite you as parents or guardians to put your name forward, if you are interested in serving and developing the school.

The Local Governing Body (LGB) has a broad remit, which includes helping Turner Schools hold the school's senior leadership to account for the progress of all pupils. The LGB also plays a key role in planning for the future development and improvement of the school. The parent governor plays an important role in working with the rest of the school's formal advisors to ensure that the vision for the school is being achieved.

There are no special qualifications needed to be a governor but you should be sympathetic to the vision, values and ethos of Turner Schools and have the necessary time to commit. You should also ensure that you are eligible to serve as a parent governor. Information about eligibility and how to stand for election are included with this letter.

If you wish to stand for election as a parent governor contact me and I will send you the nomination form to fill in. If there are more candidates than vacancies, a ballot will take place and parents/guardians of registered students are invited to vote. One voting paper per parent will be sent to you from Folkestone Academy via your child. If no nominations are received, the LGB reserves the right to appoint a parent to fill the vacancy.

The term of office for the parent governor is one year, renewable at the discretion of Turner Schools.

Any queries relating to this election should be made to the Clerk to the LGB.

Yours faithfully,



Caroline Dominguez  
Trust Administrator and Clerk  
Tel: 01303 232004  
Email: [dominguezc@turnerschools.com](mailto:dominguezc@turnerschools.com)



## **ELECTION OF PARENT GOVERNORS - NOMINATION NOTES**

### **Eligibility**

1. You must be the parent or carer of a registered pupil from the primary phase (Kindergarten to Year 6) or secondary phase (Year 7 to Year 13) at Folkestone Academy. If your child leaves the school during your term as a Governor then your term as a Governor will come to an end.

2. You are not eligible to be a parent governor if:

- you are an elected member of Kent County Council

or

- you are disqualified by the regulations which are summarised below.

If you are in any doubt about your eligibility please contact the Clerk to the LGB.

3. Please note that for the protection of children, all governor appointments are subject to a declaration of eligibility and a vetting process which includes an enhanced DBS check.

### **Requirements to consider when thinking about becoming a governor**

- Interest or background in education
- Appropriate availability
- Good communication/interpersonal skills
- Ability to work as part of a team
- Undertaking to participate in the governors' training programme
- A desire to support the school
- Other relevant experience

### **Governors must:**

- Respect confidentiality.
- Listen to and respect the views of others.
- Express their own views clearly and succinctly.
- Take their fair share of work/positions of responsibility.
- Know, understand and work within the prescribed regulatory framework.

### **How to stand for election**

1. If you wish to stand for election as a parent governor please complete the attached form and ask the parent of a registered student at Folkestone Academy to nominate you. That person cannot be your spouse or partner.

2. You may nominate yourself for the vacancy but will still require one person, who is the parent of a registered student at Folkestone Academy, but not your spouse or partner, to support your nomination.

3. We ask that all candidates supply a short personal statement (not more than 200 words) about themselves, and how they would be able to help the Academy achieve its vision for students (a copy of

which is included with this letter), for circulation to voters. Longer statements, for the sake of fairness to all candidates, will be edited by the Clerk to the LGB. No other information should be circulated to some or all of the parents at the Academy – the statement will be regarded as the sole form of election material or statement.

4. Completed nomination forms must be returned to the Clerk to the LGB by the end of the school day on **25th January 2018.**

#### **ELIGIBILITY REGULATIONS TO SERVE AS A PARENT GOVERNOR:**

A Governor must be 18 years or over at the date of his election or appointment.

A person shall be disqualified from holding or continuing to hold office as a Governor if :

His/her estate has been sequestrated and the sequestration has not been discharged, annulled or reduced; or he/she is the subject of a bankruptcy restrictions order or an interim order.

He/she is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).

He/she ceases to be a Governor by virtue of any provision in the Companies Act 1985 or the Companies Act 2006 or is disqualified from acting as a trustee by virtue of section 72 of the Charities Act 1993 (or any statutory re-enactment or modification of that provision).

He/she has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he/she was responsible or to which he/she was privy, or which he/she by his/her conduct contributed to or facilitated.

He/she is included in the list of teachers and workers with children or young persons whose employment is prohibited or restricted under section 1 of the Protection of Children Act 1999; or disqualified from working with children under sections 28, 29, 29A and 29B of the Criminal Justice and Court Services Act 2000.

He/she is a person in respect of whom a direction has been made under section 142 of the Education Act 2002.

He/she has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 72 of the Charities Act 1993.

He/she becomes incapable by reason of mental disorder, illness or injury of managing or administering his/her own affairs.

He/she is absent without the permission of the Governors from all their meetings held within a period of six months and the Governors resolve that his/her office be vacated.



**NOMINATION FORM FOR THE ELECTION OF A PARENT GOVERNOR AT FOLKESTONE ALL AGE ACADEMY**

<b>Name:</b>
<b>Address:</b>
<b>Telephone:</b>
<b>Name of child/ren at the school:</b>
<b>Personal Statement:</b> Please include a short personal statement about yourself, and how you would be able to help the Academy achieve its vision for students . (maximum 200 words, please continue on the reverse if necessary)
I wish to submit my nomination for the election of Parent Governor and confirm (i) that I am willing to stand as a candidate for election as a parent governor, (ii) that I am not disqualified from holding office for any of the reasons outlined in the nomination notes and am willing to undertake a DBS check.
<b>Signature:</b> <span style="float: right;"><b>Date:</b></span>

<b><i>Nominated by:</i></b> Name: (in capitals)  Address:    Signed: <span style="float: right;">Date:</span>
--