



**Altrincham Grammar School for Boys**

Marlborough Road, Bowdon, Altrincham,

Cheshire, WA14 2RS

Telephone: 0161 928 0858

agsbadmin@agsb.co.uk

www.agsb.co.uk

**Head Master: Mr G A Wright M.A. (Hons) FRSA**

May 2019

Dear Parent

## **ELECTION OF PARENT REPRESENTATIVES to the Governing Body from September 2019**

I am writing to give notice that three vacancies exist for a parent representative on the School Governing Body. I invite nominations on the attached form, which must be returned to me **no later than Wednesday 5<sup>th</sup> June 2019 (by the end of the School day)**. The term of office is for four years.

Being a school governor is interesting, worthwhile and rewarding. The Board of Governors is mainly concerned with the overall direction of the School and policies rather than the detail of managing the School. The Board agrees the aims, objectives and policies for the School and monitors progress and performance toward the agreed aims. Governors are asked to act with integrity, honesty and objectivity and give their time voluntarily to work as part of a team. It is important the Governors are aware of their roles and responsibilities and act at all times in the best interests of the School.

The Board is made up of Governors offering different skills and experiences. They all share a common interest in the success of the School. Once elected, Parent Governors are representatives but not delegates. This means they can relay the views of other parents, but vote as their conscience dictates.

The Board would welcome nominations from individuals who have time to contribute to meetings at the School with the following skills or expertise: education/finance management/human resource management/premises and building/safeguarding/legal matters/health and safety.

Should you wish to discuss any matters further please contact the Head Master or Ann Balfour, Chair of Governors, via the School Office.

Only eligible parents, that is a parent or person having parental responsibility for, or who has care of, a registered pupil at the School at the time of the election, are permitted to nominate themselves for the vacancy. Nomination forms cannot be accepted without the signature of the nominee. Anyone who is wishing to stand in the election must be eligible to be a Governor, and must sign the declaration form which is enclosed with this letter. If the number of nominations exceeds the number of vacancies, a secret ballot will be held. Otherwise, nominees shall be deemed to be elected unopposed. Nominees are invited to enclose, with the nomination form, a Personal Statement Form which will be circulated to parents with the ballot papers.

Yours faithfully

G A Wright  
Head Master

## QUALIFICATIONS AND DISQUALIFICATION

The School Governance (Constitution) (England) Regulations 2012 Schedule 4

A person is disqualified from holding or from continuing to hold office as a governor of a school at any time when the person is a registered pupil at the school or is under 18 years of age.

The fact that a person is qualified to be elected or appointed as a governor of a particular category at a school does not disqualify the person from election or appointment or from continuing as a governor of any other category at that school, but no person may at any time hold the office of more than one governor of the same school.

A person is disqualified from election or appointment as a parent governor of a school if the person:

- (a) is an elected member of the local authority; or
- (b) is paid to work at the school for more than 500 hours in any twelve consecutive months.

A governor who, without the consent of the governing body, has failed to attend their meetings for a continuous period of six months beginning with the date of the first such meeting the governor fails to attend, is, on the expiry of that period, disqualified from continuing to hold office as a governor of that school. This does not apply to ex-officio governors.

A foundation governor, authority governor, co-opted governor or partnership governor who has been disqualified as a governor of a school is not qualified for election, nomination or appointment as a governor of any category at that school for twelve months starting on the date on which they are so disqualified.

A person is disqualified from holding or continuing to hold office as a governor of a school if

- (a) the person's estate has been sequestrated and the sequestration has not been discharged, annulled or reduced; or
- (b) the person is the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order (a), a debt relief restrictions order or an interim debt relief restrictions order.

A person is disqualified from holding, or from continuing to hold, office as a governor of a school at any time when the person is subject to:

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

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

- (a) the person ("P") has been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which P was responsible or to which P was privy, or to which P contributed or which P facilitated by P's conduct; or
- (b) the person has been removed, under section 34 of the Charities and Trustee Investment (Scotland) Act 2005(f), from being concerned in the management or control of any body.

A person is disqualified from holding or from continuing to hold office as a governor of a school at any time when the person is:

- (a) included in the list kept under section 1 of the Protection of Children Act 1999(a) (list of those considered by the Secretary of State as unsuitable to work with children);
- (b) subject to a direction of the Secretary of State under section 142 of EA 2002(b) (or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction);
- (c) barred from regulated activity relating to children in accordance with section 3(2) of the Safeguarding Vulnerable Groups Act 2006(c);
- (d) disqualified from working with children under sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000(d);
- (e) disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010(e) for child minding or providing day care; or
- (f) disqualified from registration under Part 3 of the Childcare Act 2006(f).

A person is disqualified from holding or continuing to hold office as a governor at any time when the person refuses a request by the clerk to the governing body to make an application for a criminal records certificate.

Where a person is, or is proposed to become, a governor and is disqualified from holding, or from continuing to hold, office as a governor, he/she must give notice of that fact to the clerk to the governing body.

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## PARENT GOVERNOR NOMINATION FORM 2019

I wish to nominate myself for election as a Parent Governor on the School Board of Governors. I am usually available to attend meetings as required and to attend training to assist me in this role.

I declare that I am eligible to stand as a Parent Governor and have completed my Personal Statement Form, below, to be sent to parents/carers if an election is necessary.

Name (block capitals):	_____
Address:	_____
	_____
	_____
Telephone Number:	_____
Email:	_____
Signature of Nominee:	_____
Date:	_____

# Altrincham Grammar School for Boys

## PARENT GOVERNOR NOMINATION 2019 – PERSONAL STATEMENT

**Candidate Name:**

***My skills and experience:*** (up to 100 words)

(For Governors seeking re-election) ***My contribution to the Board to date has been:*** (up to 100 words)

***My contribution to the future work of the Board may include:*** (up to 100 words)