



Lion Road  
Glemsford, Sudbury  
Suffolk CO10 7RF  
Tel: +44 (0)1787 283200  
Email: [info@glemsfordprimaryacademy.co.uk](mailto:info@glemsfordprimaryacademy.co.uk)  
Web: [www.glemsfordprimaryacademy.co.uk](http://www.glemsfordprimaryacademy.co.uk)

Headteacher: Mrs Sarah Donnelly

9<sup>th</sup> November 2020

Dear Parent/Carer,

## **PARENT GOVERNOR ELECTION GLEMSFORD PRIMARY ACADEMY**

I am writing to you to invite you to stand for election as a parent on the local governing board of Glemsford. In our school we have provision for two parent governors and there is currently one vacancy

The local governing board, with the headteacher, has overall responsibility for the running of the school. The board has three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the headteacher to account for the educational performance of the school and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the local governing board's work. Training is available for all local governors and this trust has an expectation that those new to being a local governing board member, undertake induction and safeguarding training.

The enclosed sheet summarises the circumstances under which someone cannot serve as a local governor. Nominations must be from parents, or individuals exercising parental responsibility, of a child at the academy.

If you would like to stand for election please complete the enclosed nomination form and return it to the school no later than Friday 20<sup>th</sup> November 2020. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent.

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.

Yours faithfully,

Sarah Donnelly  
Headteacher

*Learning together to create a better future*

## **Academies: qualifications and disqualifications to serve as an academy trustee/governor**

A person must be aged 18 or over at the date of their election or appointment. No current pupil of the academy/one of the academies in the trust shall be a trustee.

A person shall be disqualified from holding office or continuing to hold office as trustee/governor if:

- s/he becomes incapable by reason of illness or injury of managing or administering his own affairs;
- s/he is absent without the permission of the trustees/governors from all their meetings held within a period of six months, and the trustees/governors resolve that his office be vacated;
- s/he has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
- s/he is the subject of a bankruptcy restrictions order or an interim order;
- s/he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986; or
- s/he is subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- s/he ceases to be a trustee/governor by virtue of any provision in the Companies Act 2006;
- s/he is disqualified from acting as a trustee/governor by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
- s/he is otherwise found to be unsuitable by the Secretary of State;
- s/he 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 was responsible; or to which he was privy; or which he, by his conduct, contributed to or facilitated;
- s/he 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 178 of the Charities Act 2011;
- s/he has not provided to the chairman of the trustees/local governing body a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997.



## Election of parent governor - Glemsford Academy

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Signature of nominee: \_\_\_\_\_

Signature of proposer (if different to nominee): \_\_\_\_\_

Name and address of proposer (if different to nominee):  
\_\_\_\_\_

Personal Statement (maximum 250 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 articles of association.

Signature .....

Date .....

**Completed nomination forms must be returned to the school by 20<sup>th</sup> November 2020**