



# Heathcote School & Science College

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Headteacher: Sonia Close NPQH, B.ed, MA



30<sup>th</sup> September 2022



## PARENT GOVERNOR VACANCY

Dear Parent/Carer,



I am delighted to announce that we have **TWO** Parent Governor vacancies on the Heathcote School and Science College Governing Board. There has never been a more important time to make sure the voice of parents is represented, and I encourage you to consider putting yourself forward for nomination.



Being a Governor is an enjoyable role and provides a sense of satisfaction through knowing pupils will benefit from our collective efforts. Whilst this is a volunteering role, the role provides opportunities for you to develop new skills and strengthen existing ones.



The Governing Board is totally focused on ensuring the school delivers the best outcomes for all our pupils. The role of the Governing Board is **strategic** and not operational. The key focus for us is to:

- Ensure clarity of vision, ethos and strategic direction of the school;
- Hold the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and
- Oversee the financial performance of the school and making sure public money is well spent.



If you would like to find out more about the role, please do contact me at [mashwell@heathcote.waltham.sch.uk](mailto:mashwell@heathcote.waltham.sch.uk).

### About the Governing Board



Our Governing Board is made up of six Parent Governors, nine co-opted Governors from the local community, a Local Authority Governor, a Staff Governor and the Headteacher. We bring a broad range of life experiences, skills and diversity with the common goal to make Heathcote School & Science College a place that provides the best life chances to ALL our pupils.



### The role of a Governor

All Governors contribute to the vision and strategic direction of the school; holding the Headteacher to account for the school's educational performance; and making sure financial resources are well spent. We also have a relentless focus on behaviour, attendance, quality of education and the curriculum.



We are an inclusive group and we welcome parents from across the community to come and join us. Governors are expected to attend training to develop the skills they will need and this is provided by the Local Authority. The Governing Board will fully support you and help you get up to speed with the role. Ultimately, we are a team.

The term of office is **four years** and we all sign-up to:

- getting to know the school well and responding to opportunities to involve ourselves in school activities, including Governor visits;
- making every effort to attend all Full Governing Board meetings (around two hours, once a term, on a Monday evening) at the school;
- becoming actively involved in the work of the Governing Board, and accepting our fair share of responsibilities, including serving on our committees or working groups.
- Attend appropriate training to meet our responsibilities as Governors to continue to develop and grow our skills; and
- Strive to work as a team with the Headteacher and senior school leaders while providing effective challenge and support.

The role of Governor has a lot to offer including:

- Gaining real insight into how the school works for parents and pupils through discussion, support and challenge of strategic decisions;
- Experience of community Governance can provide a useful addition to any career; and
- It is an opportunity to give something back – this is the main reason we all volunteer.

### Eligibility

There are some circumstances in which you are not eligible to be appointed as a governor and I enclose a note of these. On appointment, all Governors have to complete a Disclosure and Barring Service (DBS) check under the Police Act 1997, Part V.

### Standing as a Parent Governor Candidate

If you would like to stand as a candidate, please email the following to [sjohnson@heathcote.waltham.sch.uk](mailto:sjohnson@heathcote.waltham.sch.uk) no later than **Friday 7<sup>th</sup> October at 12 (noon)**, please include:

- the reply slip attached; and
- a supporting statement of no more than 250 words outlining why you wish to become a Parent Governor and what you can offer (please include any experience you consider relevant).

If only TWO nominations are received, then those two parents will join the Governing Board. However, if we have more than two nominations, an election will be held, and all parents will be invited to cast their vote using ParentMail. The two parents with the highest votes will join the Governing Board.

Yours sincerely,



Mike Ashwell  
Chair of Governors

## ELIGIBILITY

**A governor must be aged 18 or over at the time of their election or appointment and cannot be a registered pupil at the school. A person cannot hold more than one governorship at the same school. A person is disqualified from holding or from continuing to hold office as a governor or associate member if he or she:**

- Is detained under the Mental Health Act 1983 during their period of office;
- Fails to attend the governing body meetings – without the consent of the governing body – for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex-officio governors);
- Is subject to a bankruptcy restriction order or an interim order;
- Has had their estate sequestrated and the sequestration order has not been discharged, annulled or reduced;
- Is subject to:
  - a disqualification order or disqualification undertaking under the Company Directors 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
  - an order made under section 492(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- Has been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of any body;
- Is included in the list of people considered by the Secretary of State as unsuitable to work with children;
- Is disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
- Is disqualified from registration for childminding or providing day care;
- Is disqualified from registration under Part 3 of the Childcare Act 2006;
- Has received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (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-and-a-half 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 school premises during the five years prior to or since appointment or election as a governor;
- Is not employed at the School for more than 500 hours per academic year (if standing for parent governor at same school);
- Is not an elected member of the Local Authority (applies to parent and community governors only);
- Refuses to allow an application to the Disclosure and Barring Service for a criminal records certificate.

**REPLY SLIP**

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**Please return this slip to the school before noon on Friday 7<sup>th</sup> October 2022**

I wish to stand as a candidate for Parent Governor at Heathcote School and Science College.

Title: (Mr/Mrs/Ms etc): .....

Name: .....

Signed: .....

Only your name will appear on the ballot paper sent to parents with your statement should an election be necessary.

**Please remember** to include your statement with this slip (no more than 250 words) saying why you want to become a Parent Governor and what you can offer.