



Barmby Moor CE Primary School

Flat Lane, Barmby Moor

York, YO42 4EQ

Tel: 01759 304409

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Executive Headteacher: **Mr J Baxter**



Thursday 22nd February 2024

Dear Parent/Carer,

PARENT GOVERNOR VACANCIES

The school's Governing Body currently has vacancies for two Parent Governors to serve for a period of up to 4 years.

Joining the Governing Body as a Parent Governor offers you the opportunity to make a real contribution to the life and work of your child's school. Governors play a key role in the leadership of the school and raising of standards including the appointment of key staff, overseeing the budget and monitoring progress in the curriculum. Being a governor can be very rewarding and will provide you with the opportunity to work as part of a team and gain new skills. Don't worry if you have no experience as full training and support is available from the Local Authority and your colleagues on the Governing Body.

Parent Governors are elected by their fellow parents and are vital to the Governing Body because they ensure that governors are kept in touch with the concerns and issues of most importance to our parents.

I would encourage you to stand as a governor – an active, supportive Governing Body is the foundation of a good school, and they, together with staff and parents, can ensure Barmby Moor CE Primary School is a successful, thriving educational establishment.

The rest of this letter contains details of the practical and legal aspects of our election, but if you would like more information, please contact me.

A Parent Governor must have a child in school at the beginning of the school year in September 2023. A 'parent,' for the purpose of election, is a person with 'parental responsibility', as defined in the Children Act 1989, and includes married parents, mothers of non-marital children and divorced or separated parents. It may also include unmarried fathers who may acquire parental responsibility by agreement with the mother or by means of a court order. Guardians and non-parents in respect of whom a residence order is made and local authorities, in respect of whom a care order is made, may also acquire parental responsibility.

There are circumstances which disqualify parents from standing for election to the Governing Body, but not from proposing or voting candidates. Briefly, these are where a person has been judged bankrupt, or has been convicted of a criminal offence during the last 5 years for which a prison sentence (suspended or not) for a period of not less than three months was imposed, without the option of a fine.

For the purpose of proposing candidates, a nomination slip is available on the school website (file name 'Election of Parent Governor Spring 2024 Nomination Form'). If you require a hardcopy of the nomination form, please contact the school office. Forms should be returned to the black, wall-mounted post box to the right of the school office door and nominations received by 12 noon on Friday 15th March 2024. Those parents nominated and seconded and who have indicated their willingness to stand for election by signing

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the nomination slip may submit brief biographical details (maximum of between 70 and 100 words) for circulation with ballot papers.

On the closing date for the receipt of nominations, if there are only two nominations then these people will be duly elected unopposed. If there are more candidates, an election by secret ballot will be held. Ballot papers will be sent to parents eligible to vote for return to me within seven days of their despatch. The completed ballot papers should be returned in a sealed envelope and will be placed in a ballot box (position to be confirmed). Each parent has one ballot paper irrespective of the number of children at school.

The count will take place at the start of the Summer Term (specific date and time to be confirmed upon distribution of ballot papers). Nominees are invited to attend the opening of the ballot box and subsequent count. An independent scrutineer who will be a parent, not seeking election, of a child at the school will be present during the count.

The parents polling the highest numbers of votes will be declared duly elected to the Governing Body.

The result of the election (or if any election was not necessary, the name of the nominees) will be circulated to all parents as soon as possible after the count. I look forward to receiving your nominations.

Please note that the most important duty of any governor is to attend meetings of the Governing Body and you should be sure that you are committed and available to do this before applying. At Barmby Moor School the Governing Body meets every term, with meetings typically commencing at 6pm and finish at 8-9pm approximately. Occasionally, meetings are held at the collaborated school, Garton on the Wolds CE Primary School. There are also committee meetings arranged termly.

If you wish to put yourself forward for the role of Parent Governor, please complete the nomination form and return it to school no later than **Friday 15th March 2024**.

Yours sincerely,

Mr J Baxter
Executive Headteacher

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