

Bickerton Holy Trinity Church of England Primary School  
Long Lane, Bickerton, Malpas, Cheshire SY14 8AP  
Telephone: 01829 720 240  
Email: [admin@bickerton.cheshire.sch.uk](mailto:admin@bickerton.cheshire.sch.uk)  
Website: [www.bickertonprimaryschool.net](http://www.bickertonprimaryschool.net)  
Head Teacher: Paul Sweetnam

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Friday, 07 September 2018

Dear Parents,

**Parent Governor Vacancy**

There is a vacancy on our governing body for a parent governor for our school. It is a really interesting thing to do. You do not need any experience of being a governor and you do not need to have been at school for a long time. Any parent of a child at this school can be nominated for this role, even if your child has just started. All you need is to want to support the ethos and work of the school, be able to commit some time to prepare for and attend meetings and some training, and to take part in a governor morning in school. There is roughly one meeting each half term, mostly in the evening. Nomination forms and a timetable for the election process are attached to this letter.

If you are interested, please come to a short meeting with the chair of governors and me on the 19<sup>th</sup> September at 17.30 here at school. Thank you.

Yours sincerely,

*Paul Sweetnam*



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## Parent Governor Election

**There is one (1) vacancy for the post of Parent Governor at our school.**

Nominations are invited for the post of Parent Governor (one post) at Bickerton Holy Trinity Church of England Primary School. Nomination forms should be completed and returned to school between **Monday 10<sup>th</sup> September and Monday 24<sup>th</sup> September 2018 @ 17.00.**

### Notes

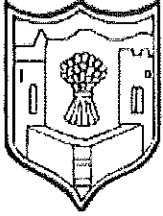
1. Anyone thinking of being nominated should attend a meeting on **19<sup>th</sup> September at 17.30** with the Chair of Governors and Head Teacher.
2. The post of Parent Governor lasts for two years.
3. Each candidate must be the parent of a registered pupil at the school at the time of the election.
4. The completed 'Nomination Form' should be sent to Mrs Weaver at school between the 10<sup>th</sup> September and 24<sup>th</sup> September at 17.00, along with the 'School Governor Eligibility Declaration Form' and a supporting statement which should be no more than two hundred and fifty (250) words.
5. This supporting statement will be sent to all parents with the ballot papers if an election is required.
6. The person nominating a candidate to stand for election may nominate only one candidate in any one election and must also have a child registered at the school at the time of the election.
7. If there is more than one candidate nominated, there will be an election.
8. If there is only one candidate nominated, that person will automatically become a Parent Governor for a period of two years.

### Election Timetable

Nominations open:	10 <sup>th</sup> September 2018
Nominations close:	24 <sup>th</sup> September 2018 at 17.00
If no ballot is required:	Results will be available on 25 <sup>th</sup> September 2018
If a ballot is required:	Ballot papers issued on 1 <sup>st</sup> October 2018
Ballots must be returned by:	12.00 on the 8 <sup>th</sup> October 2018
Votes counted:	8 <sup>th</sup> October 2018 at 16.45
Results sent home:	9 <sup>th</sup> October 2018

Yours sincerely,

*Paul Sweetnam*



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### Election of Parent Governors

*Nomination Form:*

Name:

Address:

The above-named has a child at the school, is willing to serve if elected and is hereby nominated to stand for election.

Nominated by\*: (Signature, name in capitals and address)

Signature of nominee:

**N.B.** Completed nomination must be returned to the school by

(date).....

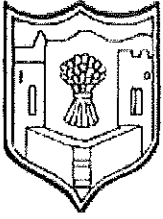
\*Self nomination is acceptable

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### Personal statement

The nominee should use the back of this form to complete their **personal statement**.  
The statement should be of sufficient length to set out:

- evidence of the extent to which you possess the skills and experience the governing body desires;
- your commitment to undertake training to acquire or develop the skills to be an effective governor;
- if seeking re-election, details of your contribution to the work of the governing body during your previous term of office; and
- how you plan to contribute to the future work of the governing body.



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**Personal Statement**

Name of nominee:

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## SCHOOL GOVERNOR ELIGIBILITY DECLARATION FORM

Please answer each question by ticking in the relevant column on the right hand side

	YES	NO
Are you aged 18 or over at the date of this election or appointment?		
Have you been disqualified as a governor at this school for failing to attend governing body meetings for a continuous period of six months, beginning with the date of the first meeting missed, without the consent of the governing body? <i>Note: This does not apply to Headteachers</i>		
Have you been removed from a post as a governor by a governing board within the previous 5 years? <i>A person is disqualified from holding office as a governor in any school until the date immediately after the fifth anniversary of the date of their removal (The school governance constitution and federations England amendment regulations 2017).</i>		
Has your estate been sequestrated (temporarily repossessed) and the sequestration not been discharged, annulled or reduced?		
Are you the subject of a bankruptcy restrictions order or an interim order: debt relief restrictions order or interim order?		
Are you subject to: a disqualification order or disqualification undertaking under the Company Directors Act 1986; a disqualification order under the Companies (Northern Ireland) Order 2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002 or an order made under Section 492(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order)?		
Have you been removed from the office of a 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 you were responsible or to which you were privy or to which you contributed or to which you facilitated by your conduct?		
Have you been removed, under section 34 of the Charities and Trustee Investment (Scotland) Act 2005, from being concerned in the management or control of any body?		
Are you included in the list kept under section 1 of the protection of Children Act 1999 (list of those considered by the Secretary of State as unsuitable to work with children)?		
Are you subject to a direction of the Secretary of State under section 142 of EA 2002 (or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction)?		
Are you barred from regulated activity relating to children in accordance with section 3(2) of the Safeguarding Vulnerable Groups Act 2006?		
Are you disqualified from working with children under sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000?		
Are you disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding or providing day care or disqualified from registration under Part 3 of the Childcare Act 2006?		
Have you, in the five years prior to becoming a governor, or since becoming a governor been sentenced to three months or more in prison (whether suspended or not) without the option of a fine?		
Have you, in the twenty years prior to becoming a governor, received a prison sentence of two and a half years or more?		
Have you, at any time, received a prison sentence of five years or more?		
Have you been fined, in the five years prior to becoming a governor or since becoming a governor, for causing a nuisance or disturbance on school or education premises?		
Are you employed to work at the school or on a contract for services at the school and work for more than 500 hours a year?		

Signature \_\_\_\_\_ Date \_\_\_\_\_

Thus form should be returned to the Head Teacher at Bickerton Holy Trinity Church of England Primary School by 17.00 on 24<sup>th</sup> September 2018.

NOTE: if there are any parts of this form that you cannot answer, cannot sign or which you have questions about, please contact Tracy Weaver who will be willing to advise you.