



CHELLASTON JUNIOR SCHOOL

Maple Drive
Chellaston
Derby
DE73 6PZ

Telephone 01332 701460
Headteacher Mr James Emery

March 2018

Dear Parent

ELECTION OF PARENT GOVERNORS TO THE GOVERNING BODY OF CHELLASTON JUNIOR SCHOOL

Would you like to be a Governor of your child's school? As you may know, all schools have places for parent governors on their Governing Bodies. We currently have **three vacancies** at our school.

It is a chance for you as a parent to have an influence over the education the school provides for all its children. Governors make decisions about many aspects of the school including the curriculum, staffing and the school's finances.

Their role is vital to the education of the children of Derby so we would urge you to consider standing. In case you feel a bit daunted by the responsibilities, we will offer training to help you understand your role as a governor.

There is also a vital role for Parent Governors in providing a link between the school and parents. Parent Governors will be expected to attend at least five or six full meetings of the School Governing Body each year and also other meetings of Committees of the Governing Body, usually once a term. They will take an active interest in the school and the children and help promote the parental view at meetings of the School Governing Body. Please see the school website www.cjs.derby.sch.uk under 'Our Governors' for further information on the role of Governors at CJS. The following information may help to clarify the process:-

- All people who have parental responsibility for a child at the school are eligible to stand for election as a Parent Governor.
- If there are more nominations than vacancies, an election is held. The election will be organised by the Head teacher of the school and every parent of a pupil in the school will receive a voting paper and will have the opportunity to vote.
- The detailed arrangements and a list of parents standing for election will be sent to you.
- The term of office is four years.
- If you wish to stand for election you may nominate yourself as a candidate. No proposer or seconder is required but you must signify your intention to stand in writing to the school by **Friday 13th April 2018**. It would also be helpful if you would provide a short personal statement (maximum 100 words) with your nomination to circulate to parents.

Please note that there are certain restrictions which prevent a person from standing for election as a Parent Governor. For example if you are an elected member of the Local Authority or if you work at the school for more than 500 hours in a school year. People who are bankrupt may not serve as Governors, nor may people who have in the previous five years been sentenced to three months or more in prison without the option of a fine. People who have been sentenced to a period of more than two and a half years of

imprisonment may not stand within twenty years of that conviction and anyone who has been sentenced to a period of imprisonment of five years or more is totally disqualified. People who are disqualified from working with children may not hold office as a Parent Governor.

If you have any questions about parental elections, nominations or appointments, please contact me at the school.

Yours sincerely,



Mr J Emery
Head teacher

**CHELLASTON JUNIOR SCHOOL
SELF-NOMINATION FORM FOR THE ELECTION OF PARENT GOVERNORS**

Name and address of parent nominated for election:

Signed _____

Signature of person nominated

If you wish to nominate yourself, please complete and return this form to the Headteacher within seven days with brief biographical details, no more than 100 words, of the nominee. If there are more nominations than vacancies, we will hold a ballot and circulate the biographies with the ballot papers.

BIOGRAPHICAL DETAILS:

DATA PROTECTION



All information provided will be treated in confidence, in accordance with the Data Protection Act 1998 and used for the purposes of Governor Support. It may be shared with LA staff and elected members of Derby City Council who will use it to contact you in emergencies or for consultation purposes in your capacity as a governor.