



St Patrick's
Catholic Voluntary Academy

ST. PATRICK'S CATHOLIC VOLUNTARY ACADEMY.

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**OUR LADY
OF LOURDES**

CATHOLIC MULTI-ACADEMY TRUST ★

Headteacher: Mrs T Lane

Date: 5th October 2020

Dear Parent/Carer

PARENT GOVERNOR ELECTION

I am writing to you to invite you to stand for election as a parent governor or nominate another parent to do so. In our school we have provision for two parent governors and there is currently one vacancy.

The Governing Body, with the Headteacher, has responsibility for the running of the school, delegated to it from the Our Lady of Lourdes Catholic Multi Academy Trust. Governing bodies have three core strategic functions including ensuring clarity of vision, ethos and strategic direction.

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 governing body's work. However, we would particularly welcome nominations from parents with the following skills: ability to maintain confidentiality, good communication skills, good computing skills, experience in working in the field of law, finance, HR or business. Training is available for all governors and this governing body has an expectation that those new to being a governor, attend induction training.

Overleaf summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours per academic year are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election, please complete the **enclosed nomination form and return it to the school no later than 10am on Friday 9th October 2020** You may also wish to include a short personal statement to support your nomination, which should be no longer than 200 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

Mrs Emma Shane
Returning Officer

Information for Prospective Nominees

Local Governor Powers and Responsibilities

St Patrick's Catholic Primary Voluntary Academy is part of the Our Lady of Lourdes Catholic Multi-Academy Trust; this is a not for profit charitable trust which aims to sustain and develop Catholic education within Nottingham and Nottinghamshire. The Trust is governed by a Board of Directors responsible for the management and administration of the Company.

Each academy within the Trust is a Catholic school and each has a local governing body. The local governors are accountable to the Academy Trust and the Bishop of Nottingham to ensure that the Academy is conducted as a Catholic school in accordance with the canon law and teachings of the Roman Catholic Church so that at all times the Academy may serve as a witness to the Catholic faith in Our Lord Jesus Christ.

The Governors also have responsibility to;

- Ensure that the progress is made against the key performance and standards priorities for the school
- Ensure that resources and finances of the school are used efficiently and effectively
- govern admissions and appoint a committee to apply admissions criteria in accordance with NRCDES Guidance, the Admissions Code and with due regard to any locally agreed fair access protocols, and to appoint the chair of the Local Governing Body and the Head teachers as proposers in any admissions appeals;
- govern exclusions in accordance with appropriate regulations;
- support the Academy Trust and the Head teacher in recruitment and selection, grievance, disciplinary and processes in relation to staff, where appropriate.

ELIGIBILITY

Parent governors are elected by, and from among, parents/carers of registered pupils at the school. The term of office for parent governors is four (4) years. Governors can stand for re-election when they have served out their current term. When they cease to be a parent/carer of a registered pupil at the school they must stand down from the governing body.

If there are no nominations or insufficient nominations received to fill the available places then the Governing Body may appoint any parent(s) of any registered pupil at the school, or any parent(s) of a former pupil of the school, or any parent(s) of a child of or under compulsory school age.

DISQUALIFICATION

No-one may serve as governor who:

- has a mental disorder and are liable to be compulsorily detained under the Mental Health Act 1983;
- has failed to attend the governing body meeting for a continuous period of six months, beginning with the date of the meeting they failed to attend, without the consent of the governing body;
- is bankrupt or sequestration of his/her estate has been awarded, or has made a composition or arrangement with his/her creditors;
- are subject to a disqualification order under the Company Disqualification Act 1986 or to an order made under section 429 (2) of the Insolvency Act 1986;
- 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 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 from being concerned in the management or control of any body;
- is included in the list of teachers or workers prohibited or restricted from working with children or young people (currently List 99)
- has been disqualified from being an independent school proprietor, teacher or employee in any school by the Secretary of State.
- has been sentenced to three months or more in prison, whether suspended or not, (without the option of a fine) in the five years before becoming a governor;
- has received a prison sentence of 2½ 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 5 years prior to or since appointment or election as a governor;
- refuses to an application being made to the Criminal Records Bureau for criminal records certificate.
- No person shall, at any time, hold the office of more than one governor/director of the same school.