



Wyken Croft Primary School

Wyken Croft
Coventry
CV2 3AA

Tel: 02476 613932

Email: info@phoenix.coventry.sch.uk

Headteacher: Mrs G. Franklin

11th November 2021

Dear Parent/Carers

RE: Wyken Croft Primary School Governing Body Parent Governor Vacancy

We currently have a vacancy for one parent governor at **Wyken Croft School**.

Being a governor is a hugely rewarding experience and gives the opportunity to help shape and guide the development of Wyken Croft Primary School.

We are especially looking for people with any of the following skills: education, finance, primary education, health and safety or recruitment.

The time commitment involved requires your attendance at up to 2 meetings (about 2 hours each) every term. There will also be the opportunity for you to work with key staff in school on different areas of school life and time will also be required to meet other governors & staff prior to the governing body meeting to discuss these areas. Training is available to all Governors and the Board has an expectation that new Governors attend a free induction training session.

You will have an important input into the way the school is run and the way it develops in the future! If you think all of that is potentially exciting, then why not apply.

Please use the attached nomination form but if you require a paper copy, this can be obtained from the school office either by phone or emailing info@phoenix.coventry.sch.uk or julieveasey@phoenix.coventry.sch.uk.

Not sure but would like to find out more? Please telephone Mrs Veasey; Clerk to the Governors, on 02476613932 who can arrange a meeting with a serving governor who can give you more of an insight into what is involved.

Nomination forms must be **returned signed to the school no later than 9.30 am on Wednesday 24th November 2021**. Please use the post box by the school office or email to julieveasey@phoenix.coventry.sch.uk. Should only one nomination be received by the official closing date, the candidate will be duly elected unopposed. In the event of there being two or more nominations an election will take place between Thursday 25th November and Wednesday 8th December 2021. Information on voting arrangements will be sent to you at a later date.

The successful candidate will be invited to meet the Chair of Governors & Headteacher and attend the Governing Body meeting on 8th December 2021.

Any parent seeking to be elected as a parent Governor should be willing to undertake a disclosure from the Disclosure and Barring Service. If a parent refuses to undertake such a disclosure, then



they will be ineligible to stand for election to the governing body. Please see the attached eligibility declaration.

Yours sincerely



Mrs G Franklin
Headteacher

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Wyken Croft School Parent Governors November 2021

I, the undersigned, being a Parent of Class

acknowledge receipt of your recent letter concerning the election of Parent Governor at Wyken Croft School.

Signed:

Date:



Becoming a Governor

Anyone can become a Governor as long as the following eligibility criteria are met:

- **I am** aged 18 or over at the date of this election or appointment.
- **I do not** already hold a governorship of the same school in another category.
- **I agree to** undertaking a Disclosure & Barring Service (DBS) check.
- **I am not** included in the list kept under Section 1 of the protection of Children Act 1999 or subject to a direction by the Secretary of State, barred from regulated activity relating to children in accordance with section 3 (2) of the Safeguarding Vulnerable Groups Act 2006, disqualified from working with children under the Criminal Justice and Court Services Act 2000 or disqualified from registration under Part 3 of the Childcare Act 2006.
- **I am not** a bankrupt or subject to a disqualification order under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986;
- **I have not** been removed from the office of a charity trustee or trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement or, under section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 2005, from being concerned in the management or control of any body;
- **I am not** disqualified from being the proprietor of any independent school or from being a teacher or other employee of the Secretary of State;
- **I have not**, in the five years prior to becoming a Governor, received a sentence of imprisonment, suspended or otherwise, for a period of three months or more without the option of a fine;
- **I have not**, in the twenty years prior to becoming a Governor, been convicted as aforesaid of any offence and had passed on me a sentence of imprisonment for a period of two and a half years or more;
- **I have not**, at any time, had passed on me a sentence of imprisonment for a period of five years or more;
- **I have not** been fined, in the five years prior to becoming a Governor, for causing a nuisance or disturbance on school or education premises;
- **I have not been** disqualified as a Foundation, Authority, Co-opted or Partnership Governor for non-attendance at meetings in the last 12 months at this school
- **I have not** been disqualified as an elected Parent or Staff Governor of a school in the last five years.
- **Parent Governors only - I am not** an elected member of the Local Authority; or paid to work at the school for more than 500 hours in any 12 consecutive months.

