



## Election of Parent Governor: Information for Parents

### *Who is on the Governing Body?*

The Local Governing Body of the school is made up of:

**Parent Governors** – usually parents of registered pupils. Parent Governors are elected by the parents of pupils at the school.

**Staff Governors** – the Headteacher and other members of staff who are elected by all the paid staff at the school.

**Foundation Governors** – Usually local Catholic parishioners who are appointed by the Diocese to the role and the parish or other Diocesan clerical representative.

### *What does the Local Governing Body do?*

The Local Governing Body of the school is responsible for making strategic decisions about the school. This includes deciding on the ethos of the school, agreeing the staffing structure, setting and approving the budget and approving policies. However, governors are not involved in the day to day management of the school as this is the Headteacher's responsibility.

### *What kind of people can become Governors?*

Subject to the restrictions below, any 'parent' of a child registered at the school at the time of election is eligible to stand for election to the Local Governing Body as parent governor. In accordance with the Children Act, a 'parent' includes any person who is not a natural parent of a child but has parental responsibility for them or any person who has care of the child.

There are certain restrictions for all types of governors and a list of these can be found in the Declaration of Eligibility Form. Please read this information carefully before submitting your nomination.

There are no formal educational or other requirements for governors and our governors come from all sorts of backgrounds. This helps to ensure that the Governing Body is made up of diverse people with a wide variety of experience and expertise. It is important that governors have an interest in ensuring all children receive the very best education, as well as a willingness to listen and learn. Governors also need to commit time to attending meetings and training sessions, and respect the confidentiality of discussions and decisions.

### *Why do we need Parent Governors on a Local Governing Body?*

Parent Governors are extremely important in achieving an effective and well-balanced Local Governing Body. It is very important that parents stand for election to the Governing Body so that parents with children at the school are represented. Otherwise, a parent may be appointed to serve who has no children in the school and who knows little about the school and its local community.

### *What are Parent Governors expected to do?*

All governors are equal and no type of governor is any more important or influential than any other. All governors have a right to take part in discussions on all items and put items on the agenda for meetings. The only exceptions to the general rule occur where the child



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of the parent governor concerned is being discussed or the individual governor has some other direct personal interest in the matter, for example a financial or employment interest which is greater than that of the other governors. All decisions made by the Local Governing Body are made collectively and no governor can ever act alone.

Parent Governors are not expected to canvas the views of other parents to bring to the Local Governing Body nor to formally report back to other parents and they must vote in accordance with their own views. However, it is expected that parent governors will have a general awareness of other parents' opinions and concerns. Parent Governors must never override existing school systems, for example, relating to individual parental complaints.

### *How long would I serve for?*

All our parent governors are elected for four years. However, the term of office of a parent governor will cease at the end of the term when their child is no longer a registered pupil.

### *What if not enough nominations are received?*

If no parents stand for election to the Local Governing Body, the Academy Trust will fill any outstanding vacancies by appointing a parent of a registered pupil at the school or, where it is not reasonably practical to do so, a person who is the parent of a child of compulsory school age.

### *What if there are too many nominations?*

If there is more than one candidate, an election must be arranged. The Clerk to the Local Governing Body will draw up a ballot form listing the name of each candidate and any supporting statement. Every parent of a child at the school will be entitled to one vote for the vacancy. The ballot papers will be sent between school and home by the eldest child, unless absent, in which case it will be sent by post from school and may be returned by post or by a registered pupil at the school.

Votes will be counted by the Clerk to the Governors and the Headteacher. Nominees will be invited to attend the count. In the event of a tie, votes will be recounted. If votes are still equal the result will be determined by tossing of a coin. Once the election result is known, all parents will be notified.

### *What support will parent governors receive?*

All governors are entitled to receive training appropriate to their role. The Trust's Central Governance Team will work closely with any new governor to make sure that they are comfortable with their role and aware of training opportunities that will help to support their personal development.

### *So what do I do now?*

If you are interested in being nominated for election to the Local Governing Body, please complete the Nomination Form with a personal statement of no more than 100 words (this will be circulated to all parents if an election is required). You will also need to have your nomination form signed by another parent of a registered pupil at the school (this can be your spouse). Then, make sure you submit your form to the Headteacher by the deadline specified on the letter and nomination form.