



The Federation of West Leigh Infant School and Backwell C of E Junior School



www.backwellfederation.co.uk

Local Governing Body

Chair of Governors: Justine Stafford

Dear all,

October 2023

Local Governing Board – opportunities to become a governor.

We have some exciting governor vacancies to join the work of our Local Governing Board. This is a great way to use your skills to support the work of our schools.

The role of the Local Governing Body, working with the Head Teacher and the leadership team, focuses on three core areas:

- ❖ Ensuring clarity of vision, ethos and strategic direction
- ❖ Holding executive leaders to account for the educational performance of the school and its pupils, and the performance management of staff; and
- ❖ Overseeing the financial performance of the school and making sure its money is well spent.

The governor vacancies:

1. As part of our governing board development, and ongoing succession planning, we are looking to recruit some specific skills. We are particularly interested to hear from people who have experience, past or present, in the following areas:
 - **Finance**
 - **Leadership** – such as experience of running committees/boards, and who would consider a chair or vice chair development path.
2. Alongside this we are looking to run an election for two **Parent governors – one from West Leigh and one from the Junior school.**
 - As a parent governor you play a vital role in ensuring that the board is connected with, and aware of, the views of parents and the local community.
 - A strong commitment to the role and to improving outcomes for children.
 - Good inter-personal skills, curiosity, and a willingness to learn and develop new skills.

Becoming a governor is a wonderful opportunity for individuals who have a good dollop of **passion, curiosity, confidence to ask questions, as well as time to invest in the schools.** It is a chance to both share your skills and develop and learn as part of a board.

So, what would you need to do?

- Attendance at local governing board meetings which are held once a term – typically on a Tuesday evening (can be held virtually or face to face)
- Monitoring the school as part of your agreed link governor role - to monitor and report back to the local governing board. Expect about 3 visits a year, which would usually be organised within school hours.



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- Commitment to training for your role – typically you would expect a maximum of 3 training sessions a year (usually in the evening)- including governor induction training which is run by the trust.

How to apply:

- If you would like to express an interest in applying, please do drop myself, or our clerk Clair Gardener, an email by the **27th Oct 2023**: istafford@backwellfederation.co.uk / cgclerk@backwellfederation.co.uk
- For the parent governor vacancies we ask you fill in a nomination form (Appendix 1).
 - If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting forms will be sent to all parents together with details of the ballot procedure.
- At the end of this letter, it summarises the circumstances under which someone cannot serve as a governor (Appendix 2).

I know we have a talented community, with much passion, capability, and strong voices, so I hope we can tap into some of that to support the work of our schools. We are also always happy to hear from non-parents to support our board, so if you do know someone who would be a great fit do please share this opportunity with them.

The high level of challenge and support the governors give in discharging their duties was something called out in the recent OFSTED report from West Leigh, and I want to thank all our governors for their personal time and dedication. I would also like to say a personal thank you to Charles Hutchings and Jenny Holmes who are stepping down, alongside a warm welcome to Kate Page.

Yours faithfully,

Justine Stafford
Chair of Governors

Local Governing Board 2023-2024

- Justine Stafford – Chair. Outcomes/ Governor development (co opted)
- Steve Livings – Safeguarding (co-opted)
- Lorna Dukes – Curriculum (co-opted)
- Kate Page – Curriculum (co-opted)
- Ellie O'Brien – SEND/Pupil premium (co-opted)
- Jenny Holmes – Finance /Ethos (foundation)
- Jane Canning – Ethos (Foundation)
- Stephan Axt – Health & Safety/risk (co opted)
- Anne Brock – Staff governor
- Nick Webster – Headteacher
- Vacancy x2 – Parent Governors
- Vacancy x1 – Leadership succession



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Appendix 1: Nomination Form – parent governor election

Appendix 2: Qualifications and disqualifications to serve as a school governor

Appendix 1: NOMINATION FORM:

Election of parent governors

Please enter IN BLOCK LETTERS the name and address of the person being nominated for election:

Name: _____

Address:

Signature of person nominated: _____

Signature of proposer (if different to nominee): _____

Name and address in BLOCK letters of proposer (if different to nominee):

Personal Statement (maximum 250 words) – why you are interested in being a parent governor

I wish to submit my nomination for the election of parent governor

I confirm (i) that I am willing to stand as a candidate for election as a parent governor and (ii) that I am not disqualified from holding office for any of the reasons set out in the School Governance (Constitution) (England) Regulations 2012.

Signature



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Appendix: 2

Qualifications and disqualifications to serve as a school governor

A governor must be aged 18 or over at the time of his/her election or appointment and cannot hold more than one governorship at the same school.

A person is disqualified from holding or continuing to hold office as a governor or associate member if he or she:

- is subject to a bankruptcy restriction order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order;
- has had his/her estate sequestrated and the sequestration has not been discharged, annulled or reduced;
- is subject to:
 - a disqualification order or disqualification undertaking under the Company Directors Act 1986
 - a disqualification order under the Companies Directors Disqualification (Northern Ireland) Order 2002
 - a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
 - an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a county court administration order);
- has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on the grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of anybody;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children;
- is disqualified from working with children or subject to a direction under section 142 of the Education Act 2002;
- is disqualified from working with children under sections 28,29, or 29A of the Criminal Justice and Court Services Act 2000;
- is disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding or providing day care;
- is disqualified from registration under Part 3 of the Childcare Act 2006;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before or since 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 5 years or more;



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- has been convicted under section 547 of EA 1996 (nuisance or disturbance on school premises) or under section 85A of the Further and Higher Education Act 1992 (nuisance or disturbance on educational premise) during the 5 years prior to or since appointment or election as a governor;
- is employed at the school for more than 500 hours per academic year if wishing to stand for parent governor at the same school;
- is an elected member of the Local Authority (applies to parent and community governors only);
- has refused a request by the clerk to the governing body to make an application under section 113B of the Police Act 1997 for a criminal records certificate
- has been disqualified from holding office as a governor of this school due to failure to attend governing body meetings for a continuous period of six months