



The Brook



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Dear Parents/Carers

Election of Parent Governors - The Brook School

The instrument of government for this school provides for the appointment of 2 Parent Governors who are elected by the parents of pupils registered at the school and who are themselves such parents at the time when they are elected. There are currently two Parent Governor vacancies.

This is an exciting opportunity to be involved in decisions regarding the school. If you wish to stand for election as one of the Parent Governors of the school, please complete the attached nomination form or alternatively collect one from the office and **return it to the School in a SEALED ENVELOPE MARKED "PARENT GOVERNOR ELECTION"** no later than **12:00 Noon on Monday 12 November 2018**.

Your nomination needs to be supported by the signatures and addresses of two other parents of children also currently attending the school. You must include a brief election statement in the appropriate space on the nomination form. If 3 or more nominations are received I shall send all parents voting papers that will include the candidates' election statements. These completed voting papers must be returned to the School in a sealed envelope marked "ballot paper" not later than **9:00am on Monday 23 November 2018**.

I have arranged for votes to be counted and each candidate or their authorised representative may attend the count. The Count will take place at school on **Monday 26 November 2018 at 9:00am**. I shall arrange for all parents to be notified of the result.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All governors are required to be in receipt of a satisfactory enhanced DBS disclosure.

'Learning with love and laughter'

Membership of Governing Bodies

I declare that I am not disqualified from serving as a school governor and that:

- I am aged 18 or over at the date of this election or appointment.
- I am not a registered pupil at the same school.
- I do not already hold a governorship at the same school.
- I am not subject to a disqualification order under the Criminal Justice and Court Services Act 2000.
- I am not subject to a direction of the Secretary of State under Section 128 of the Education and Skills Act 2008.
- I am not the subject of a bankruptcy restrictions order or an interim order, debt relief restrictions order, an interim debt relief restrictions order or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced;
- I am not subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986, a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002, or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay county court administration order);
- I have not been removed from the office of charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body;
- I am not included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people;
- I am not barred from any regulated activity relating to children;
- I am not disqualified from working with children or from registering for childminding, or providing day care;
- I am not disqualified from being an independent school proprietor, teacher or employee by the Secretary of State;
- I have not been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
- I have not received a prison sentence of two years or more in the 20 years before becoming a governor;
- I have not at any time received a prison sentence of five years or more;
- I have not been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor.

If you have any queries about the procedure or what is involved in being a Governor I shall be very pleased to answer them.

Yours sincerely

Fi Dowley

Headteacher

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NOMINATION FORM
Nomination Form for Election of Parent Governors

The Brook School

(Mr/Mrs/Miss) _____ (full name)

of _____
_____ (full address)

Telephone Number (Home) _____ (Mobile) _____

Email address _____

Parent/Legal Guardian of:
_____ (Child's name) _____ (Class)

I wish to stand for election as a Parent Governor of the above school. The following two parents or legal guardians of children currently attending the school support my nomination:

Full name and signature	Address
Name: _____	_____
Signed: _____	_____
Name: _____	_____
Signed: _____	_____

Brief election statement:

Signature of Candidate: _____ Date: _____

Please return completed nomination form in a SEALED ENVELOPE MARKED "PARENT GOVERNOR ELECTION" addressed to the Clerk to Governors, The Brook School to arrive no later than 12 Noon on Monday 12 November 2018

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