



Working together to provide excellent learning experiences  
*Cydweithio i ddarparu profiadau dysgu ardderchog*

**Headteacher: Mrs. J. Cooper**

**Deputy Head: Mr. C. Ellis**

Assistant Heads

Dr. T. Erasmus, Mrs. G. Roberts, Mr. A. Rees, Mr. D. Goodchild

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10<sup>th</sup> September 2020

Dear Parent/Carer

### Parent Governor Election

I am writing to inform you that we have TWO vacancies for parent governor representatives on the school's governing body. Nominations are invited from all parents, or those with parental responsibility, of registered pupils at the school.

If you wish to nominate yourself, please complete the attached nomination form and return it to me no later than Friday 25<sup>th</sup> September 2020. Nominations received after this date will not be considered. To support the application, please can you submit a short personal statement, of no more than 150 words, along with your nomination form.

I have also enclosed information relating to eligibility. The term of office of a parent governor is four years from the date of appointment. A parent governor may serve out their term of office if their child leaves the school during the period of their term of office.

If there are more nominations than vacancies, a secret ballot will be held. Further information will be provided if a ballot is required.

*Hane Cooper*

Yours sincerely  
Headteacher

Charity of the Year 2020/21



Save a Life, Make a Difference  
Ochub Byngs Gmwech Wahanweith

## Information for Prospective Governors

**Governance is an excellent form of volunteering and can be a really rewarding and stimulating experience.**

### **A governor is someone who:-**

- is a volunteer and serves a term of four years from the date of appointment;
- commits their interest, enthusiasm and time to being a governor;
- can attend at least one governing body meeting during each school term and may be asked to attend committee meetings (most meetings take place late afternoon or during the evenings);
- familiarises themselves with work of the school, including visiting the school and keeps up to date with the progress and work of the school;
- works as a team, deciding on things jointly and sharing responsibilities for the decisions they make;
- focuses their contribution to governing body decisions upon what is in the best interests of pupils at the school, helping each pupil to develop their full potential;
- supports the school but also challenges and asks questions about how the school works and the standards it achieves, bearing in mind the governing body's own responsibility to promote high standards of educational achievement;
- respects the responsibility of the headteacher for the day-to-day decisions in the management of the school;
- is willing to learn and attend training courses (including induction and data training) arranged by the LA, which are free of charge, and which will improve skills and contribute to personal development;
- represents those people with a key interest in the school, and acts as a link between, parents, staff, the local community and the Local Authority.

### **What we hope you will get out of being a governor – what are the benefits?**

- having a very real part to play in ensuring the pupils at the school get the best possible education;
- satisfaction of raising standards;
- achieving value for money for the school;
- giving something back to the community;
- a sense of purpose and achievement;
- training and support in order to help you fulfil your duties and responsibilities;
- new skills which may be useful elsewhere - team work, financial and strategic planning, recruitment and interviewing skills - and that's just for starters!

### **Governors are appointed and elected to provide**

- strong links between the school and the community it serves;
- a wide experience of the outside world;
- an independent view;
- accountability for the headteacher and staff of the school;
- a focus on long term development and promote continuous improvement;
- accountability for the standards of teaching and learning in the school;
- a balance between support and challenge for the headteacher and staff.

### **Governing bodies are the strategic planners of schools - in order to do this a governing body:**

- works with the headteacher and staff of a school to make sure that schools provide effective teaching and learning for our children and raise standards;
- makes decisions on the overall direction of the school, its aims and values, and work with the head teacher to set policies, targets, development plans and more;
- influences and approves the School Development Plan;
- approves and monitors the allocation and expenditure of the budget of the school, and decides how to make best use of this for the benefit of pupil's education;
- ensures that the national curriculum is taught and that there are sufficient staff to teach it;
- monitors and reviews the school's progress;
- ensures individual pupils' needs are met, including additional learning needs;
- gives parents information about the school;
- produces an action plan for improvement following a school inspection;
- establishes and maintains positive links with the local business community and the wider community;
- supports the day-to-day operational decisions taken by the headteacher;
- promotes the effectiveness of the governing body.

**And finally ...**

- No one governor is expected to know it all.
- The strength of a governing body lies in its ability to attract and rely upon members from a wide variety of backgrounds, share out the duties amongst its members, and be able to take decisions as a group.
- No one governor is responsible for the governing body, not even the chair of governors.
- All governors share the responsibility of making the governing body effective and efficient by setting the remit of the body and its committees, being well-informed and attending the meetings.

## Disqualification criteria

Anyone over 18 years of age can serve as a governor, but the Government of Maintained Schools (Wales) Regulations 2005 provides some exceptions. **Please note:** The disqualification criteria should be read **prior** to submitting your application / nomination. You will not be eligible to become a governor or continue to hold office as a governor if any of the following statements apply to you:

1. I am intending to apply for another governor position at the school at which I am already a governor.
2. I am already a governor at two schools.
3. I am the governing body clerk at the school for which I am applying.
4. I have been disqualified to serve as a governor at the school for which I am applying during the last 12 months for non-attendance.
5. I am able to be detained under the Mental Health Act 1983 (or under any re-enactment or statutory modification of that Act in force).
6. I am subject to a bankruptcy restriction order or an interim order, or has made an agreement with my creditors (i.e. an IVA) and has not been discharged.
7. I have had my estate sequestrated and the sequestration order has not been discharged, annulled or rescinded.
8. I am subject to:
  - A disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986
  - A disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989
  - A disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
  - An order made under section 492(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court Administration Order)
9. I have been removed from the office of charity trustees 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 participating in the management or control of any body.
10. I am listed on the "Children's List" and the "Vulnerable Adults List", which are lists of teachers and workers with children and young persons whose employment is prohibited or restricted.
11. I am barred from regulated activity relating to children in accordance with Section 3(2) of the Safeguarding Vulnerable Groups Act 2006.
12. I have been disqualified from childminding or providing day care.
13. I have been disqualified from being the proprietor of an independent school.
14. I have received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor.
15. I have received a prison sentence of two and a half years or more in the 20 years before becoming a governor.
16. I have at any time received a prison sentence of five years or more.
17. I have 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.
18. I have refused a request at any time by a governing body to make an application to the Criminal Records Bureau for a Disclosure and Barring Service check (DBS check).
19. I have been disqualified under regulation 4 or 5 of the Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013 for failing to attend required mandatory training, and have still not completed the training.

## Parent Governor Nomination and Statement

Please return to Clerk to the Governing Body, Mrs. A. Flint, by the end of the school day on **25<sup>th</sup> September 2020**, at the latest.

I wish to nominate myself for the position of parent governor. I confirm that I am eligible to stand in accordance with the information provided.

Full Name	
Address (including postcode)	
Email:	
Telephone:	

### Declaration

I have read the information for prospective governors and the disqualification criteria and I can confirm that I am not disqualified from serving as a school governor and that in the event that I am appointed to a governing body, I will notify the clerk to the governing body immediately should I become disqualified during my term of office. I understand that it is an offence to serve as a school governor whilst disqualified.

I agree to the information given on this form being recorded and used by the Local Authority in accordance with the Data Protection Act and confirm that it is correct and complete to the best of my knowledge and belief.

**Signed:**

**Date:**

Personal Statement by the Nominee (no more than 150 words). Please attach a separate document if required.

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