



The Wyvern Federation

The Wyvern Federation Governing Board

Parent Governor Nominations

Monday 20th May 2024

Dear Parents and Carers,

Parent Representation on the Wyvern Governing Body: comprising Ashmole School, Henry Fawcett School, Herbert Morrison School, Lilian Baylis Technology School, Vauxhall School, Wyvil School and Resources Bases for Speech, Language and Communication Needs, and Autism

Following the decision to grow the federation, nominations are invited from parents and carers to fill the two elected parent governor posts.

The role of the Governing Board

The schools' governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance.

The role of a parent governor

As a parent governor, you'll work with the board to make sure it effectively carries out the duties referred to above. You'll also play a vital role in bringing a parental perspective to the governing board, but you're not there to speak 'on behalf' of the parent body.

To be a parent governor you should have:

- 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
- The specific skills required to make sure the governing board delivers effective governance

Expectations of governors

- Attend three full meetings each year
- Participate in a committee with a particular focus (e.g. school committee)
- Attend training
- Receive documentation from the school, council and DfE.
- Undertake formal visits to the schools

Training and support will be available to help you develop in the role.

If there are more applications than vacancies, we will hold an election. The process for the election of the parent governor will follow the timetable below:

Monday 20 May 2024	Nomination / application form issued to parents in all settings
Monday 3 June 2024 (9am)	Deadline for receipt of nomination / application paper (online or at each school office).
Monday 3 June 2024	Ballot papers and candidate information issued to all eligible parents and carers
Friday 14 June 2024 (3pm)	Deadline for receipt of online, postal or hand delivered ballot papers. The person responsible for returned ballot papers at each school is: <ol style="list-style-type: none"> 1. Ms J Caine (Ashmole) 2. Ms M Johnson (Henry Fawcett) 3. Ms S Amos-Harvey (Herbert Morrison) 4. Ms T Ellis (Lilian Baylis) 5. Ms R Martin (Vauxhall) 6. Ms A Nascimento Santos (Wyvil)
Friday 14 June 2024	Count of ballot papers.
Monday 17 June 2024	Announcement of result of ballot.
Monday 1 July 2024 (6:00pm)	Full Governing Body meeting – newly elected Parent Governor to attend.

Those eligible to stand as parent governors are:

- Natural or adoptive parents.
- Any individual with parental responsibility for a child or who cares for a child on a full-time basis.

Applicants should be aware that governors are required to sign a declaration stating:

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

- Am aged 18 or over
- Am not the subject of:
 - A bankruptcy restrictions order or an interim bankruptcy restrictions order
 - A debt relief restrictions order or an interim debt relief restrictions order
 - A sequestration that has not been discharged, annulled or reduced
- Have not been disqualified from being a company director
- Have not:
 - Been removed as a trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of misconduct or mismanagement in the administration of the charity
 - Been removed, under section 34 of the Charities and Trustee Investment (Scotland) Act 2005, from being concerned in the management or control of any body
- Have not been removed from office as an elected governor within the last 5 years
- Am not included on the list of those unsuitable to work with children
- Am not disqualified from working with children, barred from regulated activity and/or disqualified from registering for childminding or providing daycare
- Am not disqualified from registration under Part 3 of the Childcare Act 2006
- Am not subject to a direction of the Secretary of State under section 142 of the Education Act 2002, or to a section 128 direction
- Have not been disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
- Have not been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor
- Have not received a prison sentence of 2 and a half years or more in the 20 years before becoming a governor
- Have not at any time received a prison sentence of 5 years or more
- Have not been fined for causing a nuisance or disturbance on school or educational premises during the 5 years before becoming a governor or since becoming a governor
- Have not refused a request by the clerk to make an application to the Disclosure and Barring Service (DBS)

Paper or online copies of this application to be returned to the following school staff by Friday 24 May 2024 (4PM).

- Ms J Caine (Ashmole)
- Ms M Johnson (Henry Fawcett)
- Ms S Amos-Harvey (Herbert Morrison)
- (Lilian Baylis)
- Ms N Francois (Vauxhall)
- Ms A Nascimento Santos (Wyvil)

To nominate yourself electronically to be a parent governor please complete this [form](#).

May I thank you in advance for your interest.

Yours sincerely

Stephen Graham - Chair of The Wyvern Federation Governing Board



Parent Governor Nominations to The Wyvern Federation Governing Board Form

NAME

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ADDRESS

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DETAILS OF EXPERIENCE OF CHILDREN, SCHOOLS, GOVERNING BODIES, COMMUNITY OR VOLUNTARY WORK (This information will be provided to those eligible to vote)

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DETAIL PARTICULAR SKILLS OR EXPERIENCE YOU FEEL YOU WOULD BRING TO THE GOVERNING BODY (This information will be provided to those eligible to vote)

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PLEASE OUTLINE WHY YOU ARE INTERESTED IN SERVING AS A SCHOOL GOVERNOR (This information will be provided to those eligible to vote)

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I confirm that I am a parent/carer of a registered pupil of one of the six listed schools and am not:

- An elected member of the Local Authority
- Paid to work in the school for more than 500 hours in any consecutive 12-month period at the time of election

SIGNATURE	
DATE	

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