



17th September 2021

Dear Parent/Carer

Nominations for Parent Governor

There are two vacancies for a parent governor at The Kimberley School and we are seeking nominations for this role. The term 'parent' relates to any person who has 'parental responsibility' as defined by the Section 576 of the Education Act 1996. If we receive more than two nominations, then all parents and carers will be invited to vote for a parent governor in an election.

The Governing Body of Kimberley School has three key strategic functions: to ensure the clarity of vision, ethos and strategic direction of the school; to oversee and hold the head teacher and staff to account for the educational performance of the school; and to oversee effective financial performance of the school.

In your role as a school governor, you will be supported in these duties by other experienced members of the governing body, the Chair of Governors and the Head Teacher. You will also have access to appropriate training.

The governing body works together as a group, meeting at least five times per year. Governors' meetings start at 4:30 pm and last for up to two hours. As a governor, you will normally hold office for a period of 4 years, even if your child leaves the school during this time. You can, however, resign from the governing body at any time.

All governors take a lead on a specific aspect of the school's work and undertake an additional two visits to school each year to understand more about this and report back to governors on what they have learned. In line with school policies governors are required to sit on panels to consider matters such as staff disciplinary hearings, permanent exclusion hearings, complaints or redundancy hearings. You will join a strong team of governors with a wide range of expertise within and beyond the education sector.

In accordance with the School Governance (Constitution) (England) Regulations 2007 and 2012, an elected member of the Local Authority (LA) or school staff who are paid to work at the school for more than 500 hours in any consecutive twelve-month period are **not** eligible for election or appointment as parent governors. However, they can vote in parent governor elections if they are parents of children attending the school and can be governors at another school.

If you would like to nominate yourself as a parent governor, you need to:

- a) Check that you are eligible by reading the enclosed eligibility criteria. Please note that all Governors must undertake a check with the Disclosure and Barring Service (DBS)
- b) submit your nomination via email to parentgovernor@kimberleyschool.co.uk by 10 am on Friday 24th September with the title "Nomination for Parent Governor".

- c) The email subject should be “Nomination for Parent Governor” and in the body of the email you should set out your name, address, contact telephone number and the name of your child/children who are currently attending the school. You also have the option to include a statement supporting your nomination in no more than 120 words. This statement will be only used in the event of an election. You do not have to provide a statement, but if you don’t you may put yourself at a disadvantage if there is an election. All words over 120 will be deleted and not used in the election process.
- d) Your nomination should be acknowledged by the Returning Officer, Wendy Bellamy, within two working days of the closing date. If you do not receive this acknowledgement, please contact Wendy at the school on 0115 9387000.

In the event of more than two nominations being received you will be contacted by The Returning Officer and the election will go to a ballot of all parents. For the purpose of the election, ballot papers will be sent to all parents or carers with children at the school, together with any statements that you and other nominees have provided. This procedure will be explained to you by the Returning Officer should an election be necessary.

Like all public services we are operating in a challenging financial and regulatory framework and governors are constantly searching to strengthen their knowledge skills and experience so that we can work to ensure that this school continues to provide the very best education and start in life for the youngsters in our community. We are looking forward to working with someone who can join us and add additional expertise to our strong team.

As a member of the East Midlands Education Trust, the school has an exciting future as we seek to build on our achievements and secure the very best provision for this community for many years to come. This is an opportunity for a parent or carer to play an important role in the governance of this great school. We are looking forward to working with you in the future.

Yours sincerely



Nicole Clarke
Chair of Governors