



# St Giles' School

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## Specialist School for Physical and Sensory

Head Teacher: Mr Stephen Hehir – NPQEL, NPQH, FCCT.  
Deputy Head Teacher: Mrs. Fiona Bell NPQSL

Website: [www.stgiles.school](http://www.stgiles.school)

Registered Charity Number: 1154355

***'Be the best you can be'***

16<sup>th</sup> September 2024

Dear Parents/Carers

### RE: Invitation to stand for Parent/carer Governor election

The role of a school governor is extremely important and many essential decisions about this school are taken by our Local Governing Body. School governors work together with the school leadership team to continually improve the education for every child at our school.

Our school governors have 3 core functions. They:

1. Ensure the clarity of vision, ethos and strategic direction of our school;
2. Hold the head teacher to account for the educational performance of our school and its pupils, and the performance management of staff;
3. Oversee the financial performance of our school and make sure its money is well spent.

There is now a vacancy for **three** parent/carer **governor(s)**. These vacancies are required to be filled by an election. You are invited to stand for election as a parent/carer governor.

The governing body have identified that they are short of the following skills and experiences:

- a) Finance and Financial Management
- b) Health and safety
- c) Special Educational Needs and Disabilities (SEND)
- d) Fundraising

They would be delighted if parents/carers who have these skills and experiences stood for election. However, all eligible parents/carers, regardless of skills and experiences, can stand for election.

Schools have governors from all walks of life, from different ethnic groups and all age groups over 18 years old. Very few people cannot be governors. On the declaration of eligibility form is a list of statements which if apply also would prevent someone from becoming a school governor. The appointment is subject to a satisfactory enhanced Disclosure and Barring Service (DBS) check. Therefore, if successful, you will be required to allow an application to the DBS for an enhanced DBS check.

If you would like to stand for election as a parent/carer governor, or if you would like to nominate someone else, please complete the relevant section on the nomination form



enclosed. If you wish to nominate someone else you will need first need to check that they have a child at this school and that they are willing to be a school governor.

Each person standing for election must prepare a short personal statement stating why they wish to stand for election. These statements will be circulated to parents/carers with the ballot papers. Each person will also need to sign the declarations, as we are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment.

Nomination forms, personal statements and declarations must reach me by 10.00am on Tuesday 1st October 2024. Can these be returned to Joni Campbell in the school office. Any nominations received after this date and time will not be considered. If I receive more than three nominations a ballot will be arranged.

Kind regards,

*Stephen Hehir*

*Headteacher – St. Giles' School*



## St. Giles' School Parent/carer Election Nomination Form – September 2024

To nominate yourself please complete Part A.

To nominate someone else complete Part B yourself and ask them to complete Part C.

### Part A

I wish to stand for election as Parent/Carer Governor. My child attends this school.

Signed ..... Print Name.....Date.....

Child's Name and class: .....

### Part B

I wish to nominate ..... for election as parent governor.

Signed ..... Print Name..... Date.....

### Part C

I am prepared to stand for election as parent governor. I have a child at this school.

Signed .....Print Name..... Date .....



## Personal Statement Form

Why I would like to become a parent/carer governor

*Can these be returned to Joni Campbell in the school office by Tuesday 1<sup>st</sup> October 2024,*

The declaration of eligibility, the nomination form and the personal statement must be returned to the Head Teacher within the stated timescale.

**Parent/carer governor Declaration of Eligibility** (to be completed by all parent/carer nominees).

I declare that I am not disqualified from serving as a Parent/carer Governor and that:

- I am aged 18 or over and not a registered pupil at the school.
- I am not the subject of a bankruptcy restriction order, an interim bankruptcy restriction order, a debt relief restriction order or an interim debt relief restriction order.
- I have not been declared bankrupt, and my estate has not been seized from my possession for the benefit of any creditors and the declaration or seizure has been discharged, annulled or reduced.
- I am not subject to a disqualification order or a disqualification undertaking under either the Company Directors Disqualification Act 1986 or the Company Directors Disqualification (Northern Ireland) Order 2002, or a disqualification order under the Companies (Northern Ireland) Order 2002.



- I am not subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
- I have not been removed from the office of trustee for a charity: by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, for which I was responsible or to which I was privy, or to which my conduct contributed to or facilitated; or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- I am not disqualified from acting as a Trustee and I have not been convicted of any offence which falls under section 178 of the Charities Act 2011, or any re-enactment or modification of that provision, or by any provision in the Companies Act 2006.
- I have not been found to be unsuitable by the Secretary of State under the provisions of the funding agreement.
- I have not been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 (and as amended) and excluding any offence for which the maximum sentence is a fine or a lesser sentence.
- I understand that I will be disqualified from holding or continuing to hold office if I do not make an application to the Disclosure and Barring Service for a criminal records certificate and if I do not provide to the Chair of the Board a criminal records certificate at an enhanced disclosure level.
- I understand that if in the opinion of either the Chair or the CEO / Head Teacher the certificate discloses any information which would confirm my unsuitability to work with children that I will be disqualified.
- I understand that I will cease to hold office if I become incapable by reason of illness or injury of managing or administering my own affairs.

Signed:.....

Print Name:.....

Date:.....

2024

