

Dear Parents/Carers

### **ELECTION OF ONE PARENT GOVERNOR**

The School has a Governing Body of 18 persons composed of 2 Parent Governors, 3 Staff Governors including the Headmaster (ex officio), plus 13 other appointed governors. We are now seeking to fill a vacancy for a Parent Governor, to start a four-year term of office in January 2019.

Governing bodies are responsible for a wide range of matters and meet three times per year. If you are thinking of standing as a governor, remember that you will be expected to attend the three full meetings, plus any relevant committee meetings. As an Academy Governor you will be acting in the capacity of a Trustee of the Charity which is Northampton School *for Boys* and as Director of the Company which is Northampton School *for Boys*. Governors normally hold office for a period of four years. A nomination form, together with an eligibility declaration and an outline of the responsibilities and requirements of being a school governor at NSB has been supplied.

Anyone who has parental responsibility for a pupil on the school roll at the time of the election is entitled to stand for election as a Parent Governor (unless they actually work for the school for more than 500 hours per year). If you are interested you should contact Mrs Howard, Clerk to the Governors at the school, to request a nomination form (telephone 01604 230240 or email [lhoward@nsb.northants.sch.uk](mailto:lhoward@nsb.northants.sch.uk)). Nomination forms must be returned to the school by 10.00 am on Friday 14<sup>th</sup> December, marked for the attention of Mrs L Howard.

On the nomination form, if you wish to you can include a few details about yourself and why you would like to become a governor (not exceeding 100 words). Should we receive more than one nomination this will then be circulated to all parents along with ballot papers, to help them decide for whom to vote.

If more than one nomination is received, ballot papers will be taken home by students on Thursday 3<sup>rd</sup> January 2019. Each parent will have one ballot paper whether one or more children attend the school. The ballot is secret; you can send or post the ballot paper back in a sealed envelope, or drop it into the ballot box at reception. All votes must be in by 10.00 am on Friday 11<sup>th</sup> January 2019.

In line with good practice, all school governor appointments will be subject to security clearance, in order to protect our students.

On the reverse of this letter you will find the School Governors' Eligibility criteria. Should you require a nomination form, or any further information about becoming a governor, please contact Mrs L Howard at the school.

Mr R Bernard  
Headmaster

## **Qualifications and disqualifications to serve as a school Governor**

A person must be aged 18 or over at the date of their election or appointment. No current pupil of the school shall be a Governor.

A person shall be disqualified from holding office or continuing to hold office as a Governor/local committee member if:

- s/he becomes incapable by reason of illness or injury of managing or administering his own affairs;
- s/he is absent without the permission of the trustees from all their meetings held within a period of six months, and the Governors resolve that his office be vacated;
- s/he has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
- s/he is the subject of a bankruptcy restrictions order or an interim order;
- s/he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986; or
- s/he is subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- s/he ceases to be a Governor by virtue of any provision in the Companies Act 2006;
- s/he is disqualified from acting as a Governor by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
- s/he is otherwise found to be unsuitable by the Secretary of State;
- s/he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible; or to which he was privy; or which he, by his conduct, contributed to or facilitated;
- s/he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011;
- s/he has not provided to the chairman of the Governors a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997.