



BEVERLEY HIGH SCHOOL



Headteacher: Ms Sharon Japp, BA, MEd, NPQH

Norwood, Beverley, East Yorkshire, HU17 9EX
Tel: (01482) 881658

Email: office@beverleyhigh.net
Website: www.beverleyhigh.net

January 2022

Dear Parent

Do you have the skills to support the governing body of your child's school?

We are seeking two parents to be a parent governor. The reason for this election is to fill two vacancies.

- Governors contribute to strategic planning about the future direction of the school.
- The Full Governing Body meets termly in the evening (except in the summer term when the meeting is at 4.00pm).
- All governors sit on one or more sub-committees, which monitor the work of the school. We have five sub-committees, these are Finance and Buildings; Curriculum and Quality Assurance; Personnel; Safeguarding and Pupil Wellbeing and the Joint Sixth Form Governance Committee
- We have a further four sub-committees that meet as required, these are the Appointments, Exclusions, Complaints and Disciplinary committees.

We are happy to receive nominations from parents from a wide range of backgrounds. At this time, the school requires governors with financial, medical or marketing expertise.

If you are interested in being nominated, please read the regulations governing the election overleaf and complete the nomination form by **Friday 28th January 2022**.

I look forward to receiving your nominations together with a brief outline (max. 500 words) of why you want to be a governor and which skills you have to contribute successfully to the Governing Body of Beverley High School - this will be used on the ballot papers to parents.

Yours sincerely

Ms S Japp
Headteacher



Regulations for Parent Governor Elections

1. A 'Parent' for the purpose of election includes any person who has parental responsibility of a child in school as defined by the Children's Act of 1989 and includes married parents, mothers of non-marital children and divorced or separated parents. It may also include unmarried fathers who may acquire parental responsibility by agreement with the mother or by means of a court order.
2. A Parent Governor must have a child in school at the time of the election and will continue in office for 4 years (even if the child leaves within the 4 years).
3. In certain circumstances a parent may not be eligible to become a governor if he/she is or has been adjudged bankrupt or has been convicted of a criminal offence during the last five years for which a prison sentence (suspended or not) for a period of not less than three months, without the option of a fine, was imposed. In addition, if parents are employed to work at the school for more than 500 hours per year, and if the parent is an elected member of the local authority then they are not eligible to stand for election or appointment as a parent governor.
4. For the purpose of proposing candidates a nomination slip is attached to this letter which should be completed and returned to me by **Friday 28th January 2022**. Those parents nominated and seconded and who have indicated their willingness to stand for election by completing the nomination slip may submit brief biographical details (maximum of 500 words) for circulation with ballot papers.
5. On the closing date for receipt of nominations, if the number of candidates is the same as, or fewer than, the number of vacancies, then all candidates will be duly elected unopposed. If, however, there are more candidates than vacancies an election by secret ballot will be held.
6. Please note that Governors are required to undergo Disclosure and Barring Service clearance.

Nomination Form for the Election of Parent Governors – January 2022

Parents wishing to make nominations should arrange to have this form completed and returned to the Headteacher no later than **Friday 28th January 2022**. It should be accompanied by brief biographical details (maximum of 500 words) of the nominee, including:

- Evidence of extent to which they possess the skills and experience the board desires;
- Their commitment to undertake training and development to acquire or develop the skills to make an effective contribution to governance;
- How they plan to contribute to the future work of the governing board.

Name and address of Parent nominated for election

Parent of: **in Year:**

Signed:

Name and address of Proposer

Parent of: **in Year:**

Signed:

Name and address of Secunder

Parent of: **in Year:**

Signed:

Biographical details (maximum of 500 words)