Elmwood Junior School

Curious, Creative, Compassionate

Headteacher: Mr Chris Marston BSc (Hons) PGCE NPQH
Elmwood Junior School, Lodge Road, Croydon, CR0 2PL
020 8684 4007 | admin@elmwood-jun.croydon.sch.uk | www.elmwood-jun.croydon.sch.uk

Thursday 11th September

Dear Parents/Carers,

RE: Invitation to stand for Parent Governor Election

We have an exciting volunteer opportunity here at Elmwood Juniors, for the role of Parent Governor. This role is a vital strategic position to ensure that Elmwood Juniors, is not only correctly governed, but can shape the future strategic direction of the school.

The role of a school governor is extremely important and many essential decisions about our school are taken by the Governing Board. School governors, working together with the school leadership team, aim 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 are now two vacancies for parent governor. These vacancies are required to be filled by an election.

The position of governor does involve a time commitment, for example attendance at meetings (usually three meetings per term, held during school hours) an ability to keep up to date with school policies and the requirement to undertake regular training and development.

I would like to develop an Elmwood Governing Board that truly reflects our diverse community. If you are interested, please do come and speak to myself and ask any questions. On the declaration of eligibility form is a list of statements which, if apply, would also prevent someone from becoming a school governor. The appointment is subject to a satisfactory enhanced Disclosure and Barring Service (DBS) check.

Elmwood Junior School

Curious, Creative, Compassionate

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 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 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 with the ballot papers. Each person will also need to sign the eligibility 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 eligibility declarations must reach me by **3pm on Friday 26th September**. Any nominations received after this date and time will not be considered. If I receive more than 2 nominations a ballot will be arranged.

Yours sincerely

Mr C Marston
Head Teacher

TRINITY PARTNER PRIMARY SCHOOL
LIVING STREETS WE WALK TO SCHOOL
MUSIC MARK SCHOOL MEMBER
Young Carers in Schools Award 2018
RIGHTS RESPECTING SCHOOLS unicef UNITED KINGDOM GOLD – RIGHTS RESPECTING
PRIMARY SCIENCE QUALITY MARK SILVER AWARD
360 degree safe ACCREDITED SAFER ONLINE
SCHOOL GAMES GOLD 2024/25
Healthy School

Elmwood Junior School

Curious, Creative, Compassionate

Parent Election Nomination Form

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 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 ……

Child's Name and class: ……..

TRINITY PARTNER PRIMARY SCHOOL
LIVING STREETS WE WALK TO SCHOOL
MUSIC MARK SCHOOL MEMBER
Young Carers in Schools Award 2018
RIGHTS RESPECTING SCHOOLS unicef UNITED KINGDOM GOLD – RIGHTS RESPECTING
PRIMARY SCIENCE QUALITY MARK SILVER AWARD
360 degree safe ACCREDITED SAFER ONLINE
SCHOOL GAMES GOLD 2024/25
Healthy School

Elmwood Junior School

Curious, Creative, Compassionate

Personal Statement Form

Why I would like to become a parent governor

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

Elmwood Junior School

Curious, Creative, Compassionate

Parent Governor Declaration of Eligibility

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

• I am aged 18 or over and not a registered pupil at the school.
• I am not an elected member of the local authority.
• I am not paid to work at the school for more than 500 hours in any consecutive 12-month period. • I do not already hold a governorship of the same 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 had my estate sequestrated and the sequestration order has not 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 have not been removed from office as an elected governor within the last five years.
• I am not included in the list of people considered by the Secretary of State as unsuitable to work with children or young people.
• I have not been subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008.
• I am not barred from any regulated activity relating to children.
• I have not been disqualified from working with children or from registration for childminding or providing day care.
• I am not disqualified from being an independent school proprietor, teacher or employee by the Secretary of State

TRINITY PARTNER PRIMARY SCHOOL
LIVING STREETS WE WALK TO SCHOOL
MUSIC MARK SCHOOL MEMBER
Young Carers in Schools Award 2018
RIGHTS RESPECTING SCHOOLS unicef UNITED KINGDOM GOLD – RIGHTS RESPECTING
PRIMARY SCIENCE QUALITY MARK SILVER AWARD
360 degree safe ACCREDITED SAFER ONLINE
SCHOOL GAMES GOLD 2024/25
Healthy School

• I have not received a sentence of imprisonment (whether suspended or not) in the UK or elsewhere, for a period greater than three months (without the option of a fine) in the five years ending with the date preceding the date of appointment / election as a governor or since becoming a governor. *
• I have not received a prison sentence of 2.5 years or more in the 20 years ending with the date preceding the date of appointment / election as a governor. *
• I have not at any time received a prison sentence of five years or more. *
• I have not been convicted and / or fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment / election or since appointment or election as a governor.
• 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 within 21 days of appointment 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 Principal / Head Teacher the certificate discloses any information which would confirm my unsuitability to work with children that I will be disqualified.

Signed:……Print Name:……Date:……..

Please Note: A satisfactory enhanced Disclosure and Barring Service (DBS) check will be required.

*any conviction by or before a court outside the UK, of an offence which under UK law would not have constituted an offence will be disregarded