

[illegible]

6. In the event of a ballot being held, are you happy to proceed?

- ☐ Yes I would like to proceed to ballot
☐ No I would **not** like to proceed to ballot
☐ I am uncertain at this time. Please check with me if the need arises

7. Please complete the following to help us with our monitoring procedures.

Gender:

- ☐ Male ☐ Female ☐ Preferred not to say

Ethnicity:

- | | |
|--|--|
| <input type="checkbox"/> White – British | <input type="checkbox"/> White – any other White background |
| <input type="checkbox"/> Mixed – White and Black Caribbean | <input type="checkbox"/> Mixed – White and Black African |
| <input type="checkbox"/> Mixed – White and Asian | <input type="checkbox"/> Mixed – any other mixed background |
| <input type="checkbox"/> Asian or Asian British – Indian | <input type="checkbox"/> Asian or Asian British – Pakistani |
| <input type="checkbox"/> Asian or Asian British – Bangladeshi | <input type="checkbox"/> Asian or Asian British – any other Asian background |
| <input type="checkbox"/> Black or Black British – Caribbean | <input type="checkbox"/> Black or Black British – African |
| <input type="checkbox"/> Black or Black British – any other Black Background | <input type="checkbox"/> Chinese or Chinese British |
| <input type="checkbox"/> Any other ethnic group | <input type="checkbox"/> Preferred not to say |

Language:

- ☐ I can speak Welsh
☐ I cannot speak Welsh

Occupation:

I am willing and eligible to stand for election as a Parent Governor for a period of four (4) years. Please note that in the event of an election taking place you will be notified and you have the right to withdraw your application at that time.

Signed: **Date:**

Please return to: Governors' Support Services, Education, County Hall, Haverfordwest
Pembrokeshire, SA61 1TP

Pembrokeshire County Council

Education Services



Statutory Regulations For Being A Governor

The National Assembly for Wales has produced statutory requirements for all maintained school Governing Bodies entitled *Guidance on Revised School Government Regulations*. Part of these regulations detail eligibility to be a school governor. The County Council therefore requests all governors to read the criteria set out below and to provide the Governors' Support Services with written confirmation that they are able to continue as, or become a new member of a Governing Body. A pro forma is provided for your reply. If any difficulty is experienced with this request, please do not hesitate to contact Steve Stretch or Charlie Blythe in Governors' Support Services where your concerns will be dealt with confidentially.

A governor must:

- Be aged 18 or over at the time of his/her election or appointment. Pupils may be governors but few are likely to be eligible
- Not be a governor at more than two schools (unless as an ex-officio or temporary governor or an additional governor at a school causing concern)
- Not be an ex-officio governor specified in the instrument of government of more than two schools
- Not be bankrupt or disqualified under the Company Directors Disqualification Act 1986 or an order made under section 429(2)(b) of the Insolvency Act 1986
- Not have been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners of High Court on grounds of any misconduct or mismanagement, or under section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 from being concerned in the management or control of any body
- Not be included in the list of teachers or workers prohibited or restricted from working with children or young people (currently called List 99)
- Not be liable to be detained under the Mental Health Act 1983
- Not be disqualified from being a teacher, other school employee or an independent school proprietor
- Not have been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor
- Not have received a prison sentence of 2½ years or more in the 20 years before becoming a governor
- Not at any time have received a prison sentence of 5 years or more
- Not have been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor
- Agree to any request made by the Governing Body that (s)he undergoes a Disclosure and Barring Service (DBS) Check – formerly Criminal Records Bureau (CRB) check
- Attend mandatory governor training. Governors appointed for the first time must attend two mandatory training courses within twelve months of their appointment. Governors who are being reappointed will need to attend one course on school data if they have not previously done so.

Having read the criteria *(Please delete as required)*

- I wish to confirm that I am / am not eligible to serve as a member of a Governing Body
- I agree / do not agree to undergo an enhanced CRB check within 6 months of being appointed. I understand that not doing so will result in my disqualification as a governor
- I agree / do not agree to attend mandatory training within 12 months of being appointed. I understand that not doing so will result in my disqualification as a governor
- I agree / do not agree to my personal details being made available to Governor Training course providers and organisers.

Name:

Address:

.....

Governing Body/ies:

The following information will help us in planning training courses

- Do you regard yourself as having a disability or specific learning difficulty?
(Please tick as required)

☐ Yes ... If yes, please specify

☐ No

.....

.....

Do you have a medical condition? e.g. Epilepsy *(Please tick as required)*

☐ Yes ... If yes, please specify

☐ No

.....

.....

If for any of the reasons laid down I become unable to continue as a member of the Governing Body during my term of office I will contact your section immediately.

Yours sincerely

Signature: Date:.....

Information for those considering becoming a Parent Governor

Thank you for your interest in this position. We hope you find this general information helpful. Please ask the Headteacher, or another governor, questions specific to your school.

Time Commitment

A Governing Body, by law, has to meet at least once per term. This meeting is likely to take between one and two hours. Some schools have their meetings at the end of the school day, others in the early evening. You are also likely to be on a committee which, again, is likely to meet once per term. You must also set aside time to prepare for meetings by reading paperwork in advance and should also be prepared to attend other school events and, occasionally, to visit the school during the working day, by arrangement with the Head teacher. As you probably know, all governors are unpaid volunteers, so you may need to check with your employer about being allowed time off for meetings.

What does a Governing Body do?

The simple answer to this is that it supports the work of the school. It provides a different perspective from that of the staff and can help the school to plan for the future and to monitor that it is doing what it says it is doing. It also helps to evaluate the effectiveness of the school's activities. In short, it acts as a critical friend.

There is a longer answer that describes the responsibilities that the Governing Body has in law but, at this stage, it's probably best to rely on the experience of other governors to ensure this is being done.

What the governing body does not do is to get involved in the day-to-day running of the school. You must be clear that this is the responsibility of the Headteacher.

What does a Parent Governor do?

You have the same powers, duties and responsibilities as all other governors. As a governor, you are there in the interests of all children at the school. You should not see it as an opportunity to gain any advantages for your own child.

A key aspect of being a governor is asking questions. As a Parent Governor you bring to the Governing Body the particular perspective of a parent and can make sure that all governors are aware of the views of parents. However, you are a representative of parents, but are not a delegate. This means that while you should represent the views of parents, you may also express your views and vote according to your own beliefs on any issue. You may be privy to information that other parents are not aware of and this may influence how you vote. How individuals on the Governing Body vote should remain confidential. The decisions made are recorded in the minutes, which are a public record, but details of discussions are not reported.

What support is available?

County Councils have a statutory duty to support governing bodies. In Pembrokeshire, Governors' Support Services exists to do this. We offer advice over the phone and run a range of training courses. New governors are required to attend mandatory induction training and undergo an enhanced CRB check, both of which are free of charge. Induction courses are held every term, so there should be one soon after you are appointed. Our website offers a range of information, and has a section for new governors. Go to www.pembrokeshire.gov.uk/governors/ and follow the link to 'new governors'.

Thank you for your interest in becoming a Parent Governor. If you want to discuss this further, please contact:

Steve Stretch
Governors' Support Services

Telephone 01437 775132
Email steve.stretch@pembrokeshire.gov.uk

