



# Comber Grove Primary School

*'Small School. Big Heart!'*

1-3 Comber Grove, London, SE5 0LQ

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Twitter: [@ComberGrove](https://twitter.com/ComberGrove)

Headteacher: Mr Lorrain Black

Deputy Headteacher: Ms Joanne Fielding

Friday, 09<sup>th</sup> June 2023

Dear Comber Grove families,

## **Parent Governor Vacancy at Comber Grove Primary School**

The term of office for one of our parent governors is coming to an end, which will open a vacancy on the Governing Board. And we would like to invite you to apply for this opportunity.

The role of the Comber Grove governing body, like all school governing bodies, is to ensure that the school delivers high standards of achievement within a broad and balanced curriculum for every child.

This involves:

- Ensuring clarity of the school's vision, ethos and strategic direction
- Holding the Head Teacher and Leadership team to account by monitoring the educational performance of the school and their pupils.
- Overseeing the financial performance of the schools and making sure that funding is well spent, by seeking value for money and targeting resources to areas that will best help your children achieve their full potential.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents and the local community. We feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

### **Our governing body expects governors to:**

- attend one termly meeting(s) of the full governing body
- be a member of one committee and attend one termly committee meeting
- visit the school formally for monitoring purposes at least once a year
- visit the school informally at least once a year
- commit to attend training courses, and undertake additional independent research as required to ensure you are able to function efficiently as a governor

The role of a member of the governing board can be challenging but it is very rewarding. As a parent governor, you will serve a four-year term of office and will be expected to:

- Bring a parental perspective to the issues discussed - you're not there to speak 'on behalf' of the parent body
- Attend meetings of the GB, usually outside of school hours, and contribute to GB business;
- Read reports and papers and keep up to date on the progress that the school is making;
- Keep confidentiality of any matters being discussed in confidence at the meetings;
- Act in the best interest of all children at the school, like all other governors.

Community

Pride

Empathy

Happiness

Individuality

Creativity

Training and support will be available to help you to ease into the role. This will include in-house mentoring and support as well as access to external governor training.

If you feel you can help in this capacity, please complete the attached nomination form which will need to be returned to the school by **12noon** on **Friday, 23<sup>rd</sup> June 2023.**

Please note that for the protection of children all governor appointments are subject to a DBS check.

If there are more nominations than vacancies, we will hold a ballot which will close at **12noon** on **Friday, 30<sup>th</sup> 2023** and you will be sent a voting paper in due course.

Yours sincerely,

*Mrs Susan Roberts*

**Returning Officer, on behalf of the Headteacher  
Comber Grove Primary School**

**Nomination Form for Parent Governors – June 2023**  
**I would like to nominate myself to be a parent governor.**

<b>Name: Mrs/Ms/Miss/Mr/Other.....</b>	
<b>Address:</b>	
<b>Home tel. No:</b>	<b>Work tel. No:</b>
<b>Email:</b>	
<b>I am the parent/guardian of (please enter below the names of your children who currently attend the school).</b>	
Have you ever been or are you currently a governor?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you willing to attend training?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Please use this space for a brief personal statement to support your nomination, setting out clearly the skills you feel you can contribute to effective governance and the success of the school. This statement will be circulated to parents if there is to be a ballot.	
I confirm that I have read the Qualifications and Disqualifications (regulation 17 and Schedule 4 of the Constitution Regulations 2012) overleaf and declare that I am not disqualified from serving as a school governor.	<input type="checkbox"/>
I understand that if successfully elected, I must co-operate with the application for a DBS check by the school, within 21 days of my election.	<input type="checkbox"/>
I am aware that if successfully elected my postal and e-mail addresses and contact numbers will be sent to and stored confidentially on a database by Governor Services at Southwark Council.	<input type="checkbox"/>
Signed _____	Date _____

## Who can serve as a School Governor?

Under the *School Governance (Constitution) (England) Regulations 2012* a governor

- Must be aged 18 or over at the time of his/her election or appointment
- Cannot be a registered pupil at the school.
- Cannot hold more than one governor post at the same school at the same time.

A person is disqualified from holding or continuing to hold office if that person:

- is the subject of a bankruptcy restrictions order or an interim order, debt relief restrictions order, an interim debt relief restrictions order or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced is subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986, a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989, a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002, or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order)
- has been removed from the office of charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body
- is included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people
- is barred from any regulated activity relating to children
- is subject to a direction of the Secretary of State under section 128 of the Education and Skills Act 2008
- is disqualified from working with children or from registering for child-minding or providing day care
- is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
- has been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor
- has received a prison sentence of two years or more in the 20 years before becoming a governor
- has at any time received a prison sentence of five years or more
- has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor
- refuses a request for the clerk to apply to the Disclosure and Barring Service for a criminal records check.

A person is disqualified from being a governor of a particular school if they have failed to attend the meetings of the governing body of that school for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the governing body. This does not apply to the Headteacher or to foundation governors appointed by virtue of their office.