

November 2018

Dear Parents*

Parent Governor Election

The governing body at RGS has a long history of almost entirely being made up of current and past parents, many of whom, including myself, started as an elected parent governor. We now have a place for at least one new parent governor, and out of this election we will be looking to identify other future governors too. Consequently I wanted to outline what being a governor involves and what sort of people we need.

The term of office will be for four years. Being a governor gives you a chance to influence positively the school's direction. These are voluntary roles and, as such, the amount of time committed is down to the individual. However, ideally it will involve sitting on the Main Board and at least one of the sub committees (Finance, Personnel, Education, and Estates). This normally means 2 meetings each term, starting at 1830 and for about 2 hours. There are papers online to read in advance, which we are all required to do. Beyond this there are opportunities to get involved in specialist roles such as safeguarding or trips, and all governors try to find time to visit school during term time to observe particular aspects of school life. You need to be passionate about the school's future success, the welfare of the boys, and have the time and the commitment to get involved and learn how to confidentially support better. Training is available to all Governors.

We welcome governors from all backgrounds. We are keen to ensure the Governing Body represents the local community.

It's helpful if you are comfortable with meetings and contributing as a "critical friend". We are all there to support the school and not to further our own personal agendas. At present we have a particular need for more governors with backgrounds in Finance, Building, ICT, and professional experience of the world of education. We pay expenses for any governors who are concerned about this.

If you think you have the time, skills and mindset we are looking for please do get in touch.

Thank you.

Steve Ashton
Chair of Governors

Submitting a nomination

If you wish to submit your nomination please complete the slip below and return it the Clerk to Governors with a Pen Portrait (up to **a maximum of 200 words**) giving some brief biographical details and reasons why you would like to become a Parent Governor. In the event of a ballot or once elected, this statement will be published on the School website (www.rgshw.com). Those eligible to stand are the parents* of a registered pupil at the Academy at the time he/she is elected. A parent whose child leaves the Academy may continue as a Parent Governor until the end of their term of office, if he/she so wishes. A person is disqualified from election or appointment as a Parent Governor if they are an elected member of the Local Authority or if they work at the RGS for more than 500 hours in any school year.

Nominations should be sent to Caroline Cobb, Clerk to Governors, by noon on Tuesday 4 December 2018. If only one nomination is received the Candidate will be elected unopposed but if there are two or more nominations a ballot will be held. The ballot will be secret and a further notification about the arrangements will be sent to you. All parents* of a child who attends the Academy will be entitled to vote in the ballot and voting will be based on **one vote per parent**. If it proves impossible to fill the vacancies the Governing Body has the right to make an appointment. If the need to do this arises, the Governing Body would first of all consider appointing a parent of a registered pupil at the Academy or, where it is not reasonably practical to do so, a person who is the parent of a child of compulsory school age.

Please note Governors are required to produce evidence of identity and obtain enhanced DBS clearance to confirm their suitability to work with children. If you require information on the role and commitment required of a School Governor please contact the Clerk to Governors, Caroline Cobb, on cyc@rgshw.com or visit the School website

* for the purposes of this election, parent includes a pupil's legal guardian/carer

To: Clerk to Governors, Royal Grammar School, Amersham Road, High Wycombe HP13 6QT

Completed nomination forms must be returned to the Clerk to Governors by noon on Tuesday 4 December

I wish to submit my nomination for the role of Parent Governor and attach a Pen Portrait of myself to this nomination slip. I agree to this Pen Portrait being published on the School website (www.rgshw.com). I confirm that I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations shown overleaf.

Name:

Address:

Telephone:

Email:

Son's Name:

Son's Form:

Signed:

Date:

Eligibility to be a Governor

A Governor must be aged 18 or over at the time of his or her election or appointment and cannot be a registered pupil at the School. A person cannot hold more than one Governorship at the same school.

A person is disqualified from holding or from continuing to hold office as a Governor or Associate Member if he or she:

- fails to attend the Governing Body meetings – without the consent of the Governing Body – for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex officio Governors);
- is the subject of a bankruptcy restrictions order, an interim order, a debt relief restrictions order, or an interim debt relief restrictions order;
- has had his or her estate sequestrated and the sequestration has not been discharged, annulled or reduced;
- is subject to:
 - i) a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986
 - ii) a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989
 - iii) a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
 - iv) an order made under Section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a 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 people 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 by the Headmaster's Personal Assistant to make an application to the Disclosure and Barring Service (DBS) for a criminal records certificate.