



# Shoeburyness High School

A member of SECAT (Southend East Community Academy Trust)

Caulfield Road, Shoeburyness, Essex SS3 9LL  
Telephone: (01702) 292286 Fax: (01702) 292333  
E-mail: schooloffice@shoeburyness.southend.sch.uk  
Website: www.shoeburynesshigh.co.uk  
Headteacher: Mr Mark Schofield



Dear Parent,

2nd November 2017

## PARENT GOVERNOR ELECTIONS

There is a vacancy for a parent local governor on our school's local governing body and I am writing to invite nominations to fill the vacancy. Before you decide to nominate someone, or indeed stand yourself, please read the article on the school website which gives further information about what is involved and the skills required.

Parent local governors play an important role as members of the local governing body, which is responsible to the Southend East Community Academy Trust (SECAT), for the conduct of the school and for promoting high standards of educational achievement. The term of office for parent local governors as determined by the Board of Trustees is four years. Training is available for all local governors and those new to being a local governor are expected to attend induction training.

If you would like to stand for election please arrange for the enclosed nomination form to be completed and returned to the school office **not later than 3pm on Friday 17th November 2017**. If you wish to nominate another parent, please seek their approval before submitting the nomination.

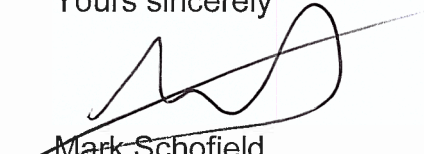
Nominations must be from parents with children at the school on the day that nominations close. Parents putting their names forward are invited to provide some brief biographical details limited to not more than fifty words suitable for inclusion in the ballot paper. This word limit will be strictly adhered to. Parents who have paid employment in the school for 500 hours per academic year or more or who are elected members of the Local Authority are not eligible to stand in these elections.

I am enclosing an extract from the Academy Trust's Articles of Association which lists those who are ineligible to be an academy local governor. Anyone standing for election must certify that he/she is not disqualified for any reason.

The successful candidate will be required to submit an application through the school for a DBS check regarding their suitability to have access to children and young people and will not be able to take up their appointment until clearance has been received.

If there are more nominations than vacancies the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents by post together with details of the ballot procedure.

Yours sincerely



Mark Schofield  
Headteacher



## People who are ineligible to be a local governor of Shoeburyness High School

### DISQUALIFICATION OF LOCAL GOVERNORS

68. No person shall be qualified to be a local governor unless s/he is aged 18 or over at the date of his/her election or appointment. No current pupil of the Academy shall be a local governor.
69. A local governor shall cease to hold office if s/he becomes incapable by reason of illness or injury of managing or administering his/her own affairs.
70. A local governor shall cease to hold office if s/he is absent without the permission of the local governing body from all their meetings held within a period of six months and the local governing body resolves that his/her office be vacated.
71. A person shall be disqualified from holding or continuing to hold office as a local governor if:
  - (a) he has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
  - (b) s/he is the subject of a bankruptcy restrictions order or an interim order.
72. A person shall be disqualified from holding or continuing to hold office as a local governor at any time when s/he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
73. A local governor shall cease to hold office if he ceases to be a local governor by virtue of any provision in the Companies Act 2006 or is disqualified from acting as a trustee by virtue of section 72 of the Charities Act 1993 (or any statutory re-enactment or modification of that provision).
74. A person shall be disqualified from holding or continuing to hold office as a local governor if s/he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which s/he was responsible or to which he was privy, or which he by his conduct contributed to or facilitated.
75. Not used.
76. Not used.
77. A person shall be disqualified from holding or continuing to hold office as a local governor where s/he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act

1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011.

78. After the Academy has opened, a person shall be disqualified from holding or continuing to hold office as a local governor if s/he has not provided to the chairman of the local governing body a criminal records certificate at an enhanced disclosure level under the 113B of the Police Act 1997. In the event that the certificate discloses any information which would in the opinion of either the chairman or the Headteacher confirm their unsuitability to work with children that person shall be disqualified. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Secretary of State to determine the matter. The determination of the Secretary of State shall be final.
79. Where, by virtue of these Articles a person becomes disqualified from holding, or continuing to hold office as a local governor and s/he is, or is proposed, to become such a local governor, s/he shall upon becoming so disqualified give written notice of that fact to the Clerk.



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## NOMINATION FORM FOR THE ELECTION OF A PARENT LOCAL GOVERNOR

Name of Nominee

Address

Tel. No.

Email:

I wish to submit my nomination for the election of Parent Local Governor

I confirm

- (i) that I am willing to stand as a candidate for election as a parent local governor; and
- (ii) that I am not disqualified from holding office for any of the reasons under the Academy Trust's Articles of Association.

Signature

Date

The nominee may set out overleaf information about him/herself to go out with the ballot papers of not more than fifty words.

**Completed nomination forms must be returned to the school office by 3pm on Friday 17<sup>th</sup> November 2017.**

