

LANCASTER ROYAL GRAMMAR SCHOOL

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Richard Gittins - Clerk to the Governing Body

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Parent Governor Vacancies

I am writing to inform you of two Parent Governor vacancies at Lancaster Royal Grammar School.

There are three positions on the Governing Body which are allocated to Parent Governors. The terms of office of two of the current parent governors are coming to an end and the School therefore invites nominations for these vacancies.

The Governing Body has three core strategic functions:

- ensuring clarity of vision, ethos and strategic direction of the school
- holding the Headmaster to account for the educational performance of the school and its pupils
- overseeing the financial performance of the school and making sure its money is well spent

Governors serve a term of four years. There are three full Governing Body meetings each year. Additionally, there are currently sub-committees dealing with Finance, Properties, Curriculum, HR & Welfare, Safeguarding and Boarding, which usually meet once every term. The success of the School is enhanced by the active and valued contribution of governors and every governing board needs a balance and diversity of knowledge, skills and experience.

It is anticipated that the appointed Parent Governors would serve actively on at least one of these Governor Committees as well as acting as a link Governor to an academic subject area or other area of school life.

To become a Governor, you need to be a parent, carer (or someone who has parental responsibility) for a child at Lancaster Royal Grammar School. Further information detailing the role of a Parent Governor and the qualification and disqualification criteria for the role is attached.

Lancaster Royal Grammar School (Academy Trust) is a company limited by guarantee and is a charitable company for the purposes of company law. The members of the Governing Body of the Academy Trust are Directors of the company for the purposes of company law and act as the trustees for the charitable activities of the school.

How to apply:

If you would like to submit a nomination, please complete the online nomination form (link below) by **12pm on Friday 4th November 2022:-**

https://forms.office.com/Pages/ResponsePage.aspx?id=yailXmpUak-kTNUsl0VxvDK9v0Zj_pJDhKGqy1ZQICZUOFRCWldUVEIWVkc2V01KVIhORFhaT1hIQi4u

If you are putting someone else forward for nomination, please make sure they are happy for you to do so.

If there are more nominations than vacancies, we will conduct a secret ballot via the Parent Portal section of iSAMS. Further details and information will be sent to you in due course.

Yours sincerely,

Richard Gittins
Clerk to the Governing Body

PARENT GOVERNORS

All school governing bodies have parent governors.

Parent governors are elected by parents of children at the school. For a person to stand for election and to vote in a parent governor election he/she must either be the natural parent of a child registered at the school, or be a person with parental responsibility for, or having care of, such a child.

Governors normally serve for four years. If a parent governor ceases to be the parent of a child registered at the school within the period for which they have been elected, he/she may continue to be a governor for the rest of his/her term of office.

Parent governors have the same rights, responsibilities and duties as other governors.

Parent governors should play a full and active part in the governing body.

Parent governors, like other governors, do not have the power to act as individuals or as a group, unless specifically authorised to do so by the governing body.

Parent governors are not on the governing body simply to represent the interest of parents, or to be the only link with parents because all governors must have regard to these issues.

WHAT DO GOVERNORS DO?

All schools have a governing body which together with the head teacher sets the aims and policies of the school. The head teacher is responsible for the day to day management of the school. Together the governing body and head teacher must ensure the school provides good quality education and help to raise standards. The governing body:

- is accountable for the performance of the school to the parents and the wider community
- plans the school's future direction
- selects the head teacher
- makes decisions on the school's budget and staffing
- makes sure the National Curriculum is taught
- decides how the school can encourage pupils' spiritual, moral and cultural development
- makes sure the school provides for all its pupils, including those with special educational needs.

HOW MUCH TIME WILL IT TAKE?

To be an effective member of the Governing Body takes time. You will need to prepare for and attend at least three full Governing Body meetings per year, which at LRGS generally take place during the daytime on Fridays. You should also become involved in at least one committee dealing with finance, staffing, curriculum, safeguarding or premises. These usually meet at least once a term, either on Fridays during the day or weekday evenings (5pm) during term time. Further, you should be prepared to take on other roles, such as link governor to a specific academic subject or other area of the school.

The amount of time you will need to give depends on how involved you become but governing bodies cannot operate effectively with passengers. You must be prepared to take more than an interest.

DISQUALIFICATION FROM HOLDING A GOVERNORSHIP

Regulations disqualify certain individuals from becoming a Governor. Before your nomination can be considered you are required to confirm that you are not disqualified from becoming a Governor. **Failure to submit a declaration will debar you from consideration as a Governor.** You are required to notify the Clerk to the Governing Body, in writing, if you subsequently become disqualified from continuing as a Governor.

As an Academy, LRGS is a Company limited by Guarantee and as such the criteria for the selection and disqualification of Governors is determined by our Articles of Association, which state:

No person shall be qualified to be a Governor unless he/she is aged 18 or over at the date of his/her election or appointment. No current pupil of the Academy shall be a Governor.

A Governor shall cease to hold office if he/she becomes incapable by reason of mental disorder, illness or injury of managing or administering his own affairs.

A Governor shall cease to hold office if he/she is absent without the permission of the Governors from all their meetings held within a period of six months and the Governors resolve that his/her office be vacated.

A person shall be disqualified from holding or continuing to hold office as a Governor if:

- a) his/her estate has been sequestrated and the sequestration has not been discharged, annulled or reduced; or
- b) he/she is the subject of a bankruptcy restrictions order or an interim order.

A person shall be disqualified from holding or continuing to hold office as a Governor at any time when he/she 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).

A Governor shall cease to hold office if he/she ceases to be a 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).

A person shall be disqualified from holding or continuing to hold office as a Governor if he/she 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 he/she was responsible or to which he/she was privy, or which he/she by his/her conduct contributed to or facilitated.

A person shall be disqualified from holding or from continuing to hold office as a Governor at any time when he/she is:

- a) included in the list kept by the Secretary of State under section 1 of the Protection of Children Act 1999; or
- b) disqualified from working with children in accordance with Section 35 of the Criminal Justice and Court Services Act 2000; or
- c) barred from regulated activity relating to children (within the meaning of section 3(2) of the Safeguarding Vulnerable Groups Act 2006)

A person shall be disqualified from holding or continuing to hold office as a Governor if he/she is a person in respect of whom a direction has been made under section 142 of the Education Act 2002 or is subject to any prohibition or restriction which takes effect as if contained in such a direction.

A person shall be disqualified from holding or continuing to hold office as a Governor where he/she 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 72 of the Charities Act 1993.

A person shall be disqualified from holding or continuing to hold office as a Governor, if he/she has not provided to the Chairman of the Governors a Disclosure and Barring Service certificate (formerly known as CRB) at an enhanced disclosure level under section 113B of the Police Act 1997. In the event that that certificate discloses any information which would in the opinion of either the Chairman or the Headmaster 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.

Where, by virtue of these Articles a person becomes disqualified from holding, or continuing to hold office as a Governor, and he/she is, or is proposed, to become such a Governor, he/she shall upon becoming so disqualified give written notice of that fact to the Secretary.