

Wrockwardine Wood Infant School & Nursery
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Wrockwardine Wood, Telford
TF2 7AH

Tel: 01952 387860
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www.wrockwardinewoodinfant.org.uk



'Love, Laugh, Learn'

Oakengates Nursery School
The Place,
Limes Walk
Oakengates, Telford
TF2 6EP

Tel: 01952 387910
Email: oakengates.admin@taw.org.uk
h1001@taw.org.uk

www.oakengatesnurseryschool.co.uk

20 September 2024

Dear Parents/Carers,

NOTICE OF PARENT GOVERNOR ELECTION AND REQUEST FOR NOMINATIONS

I am writing to invite parents, guardians, and carers of registered pupils to put their names forward for election to serve as parent governor of Wrockwardine Wood Infant School & Oakengates Nursery Federation. There are **two vacancies**. The term of office of the elected candidates will start on **16 October 2024** and will last for four years to **16 October 2028**.

Please read the notes below (**Form 1**) and if, after doing so, you would like to put your name forward as a candidate please contact the office on **01952 387860** (*Wrockwardine Wood Infant School*) **01952 387910** (*Oakengates Nursery School*) to arrange a time to collect an election pack, this includes information about the Role of a parent governor, a candidate Nomination Form (Form 2) and a Disqualification Declaration Form (Form 3) which we need you to complete and return to the office by **Friday 4 October 2024**.

It may be that you would wish to propose another parent to serve as a parent governor. Please note that in this case the parent in question should complete the nomination form after you have discussed the possibility.

Candidates need to submit a personal statement in support of their nomination, no more than 500 words providing:

- ✓ *evidence of your skills and experience*
- ✓ *a commitment to undertake training to acquire or develop skills to be an effective governor.*
- ✓ *details of your contribution to the work of the governing board during a previous term of office, if seeking re-election.*
- ✓ *how you plan to contribute to the future work of the governing board.*

You may not indicate that you are endorsed or supported by any group. Only parents who now have and will have children registered at the school on **Friday 4 October 2024** are eligible to stand for election. If it is necessary for there to be an election, I will provide further details of the arrangements.

Yours sincerely

Mrs Jenny Gascoigne. BA (Hons) PGCE
Executive Headteacher



Telford & Wrekin Council is committed to equal opportunities and positively welcomes nominations from all sections of the community irrespective of race, colour, gender, sexuality, or disability. All persons wishing to be considered as school governors must be committed to the Council's Equal Opportunities Policies.

'Parent' includes anyone who is not a parent but who has parental responsibility for, or who has the care of, a pupil at the school. For maintained nursery schools only, this includes parents of any children for whom any service is provided at the maintained nursery school.

A person is disqualified from election or appointment as a parent governor of a school if they are an: -

- an elected member of Telford & Wrekin Council;
- paid to work at the school concerned for more than 500 hours in any twelve months period beginning 1 August and ending 31 July.
- disqualified from appointment as a governor because they fall into any of the categories in the Disqualification Declaration Form (Form 3).

A parent governor may serve out their term of office if his or her child leaves the school before the end of their term of office or commences work at the school.

There is a statutory requirement for elected candidates to satisfactorily complete DBS check before their appointment as a governor can be confirmed. These checks will take place after the election of the successful candidate(s) and will include an identity check and a check against the List99 of persons whose employment or voluntary work with children or young people is not prohibited or restricted. In addition, any new, re-appointed or serving governor whose activities or actions give "cause for concern" will be required to apply to the Disclosure & Barring Service (DBS) for a 'Disclosure' of any criminal record.

FORM 2

Please return to the Executive Headteacher of Wrockwardine Wood Infant School & Oakengates Nursery Federation by **Friday 4 October 2024**.

CANDIDATE NOMINATION FORM - PARENT GOVERNOR ELECTION

I wish to serve as a Parent Governor and be a candidate if an election is necessary.

A personal statement of not more than 500 words is enclosed.

First name/s _____

Surname _____

Date _____

Signed _____