

The Dorcan Academy

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Headteacher: Mrs S Bareham MBA GRSM

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Headlines

Notice of Parent Governor Vacancies at The Dorcan Academy

I am writing to inform you that we currently have vacancies for Parent Governors on the Governing Body of The Dorcan Academy and invite parents, guardians or foster-parents to put their name forward.

Parent Governors are elected by and from the parents of registered students at the school, for a four-year term. Parent Governors share equally with other members of the governing body the responsibility for carrying out the governing body's legal responsibilities.

The governing body, with the Headteacher, has overall responsibility for the running of the school. Governing bodies have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its students, and the performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. **However, we would particularly welcome nominations from parents with the following skills, expertise in IT, site management, health and safety, education background, finance and human resources.** Training is available for all governors and this governing body has an expectation that those new to being a governor attend induction training.

The role of a parent governor

As a parent governor, you'll work with the board to ensure it effectively carries out the duties referred to above. You'll also play a vital role in ensuring that the board is connected with, and is aware of the views of, parents and the local community.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing board delivers effective governance

Owing to the pandemic meetings are currently being run virtually on Microsoft Teams.

How to apply

If you're interested in applying for the role, please complete the candidate form attached to the letter and return to **Clerk of Governors, Anne Cleary, at the school via main reception or email to governors@dorcan.co.uk**.

If you have any queries about this process or would like to find out more about the role, please contact Anne Cleary or email governors@dorcan.co.uk.

There are some circumstances that disqualify an individual from serving as a school governor. These are listed overleaf on form PGIA. Please ensure that you read through these.

A requirement of the role is to undergo a DBS (Disclosure and Barring Service) check.

We look forward to hearing from you.

Yours sincerely



Mrs Sherryl Bareham
Headteacher

Application Form to be a Parent Governor

Candidate name:	
Candidate address:	
Candidate statement: Maximum 250 words	<p>In this section, outline:</p> <ul style="list-style-type: none">• What specific skills and experience you can contribute to the governing board• Your commitment to undertaking training to acquire or develop the skills needed to be an effective governor• If applicable, details of your contribution to the work of the governing board during your previous term of office• How you plan to contribute to the future work of the board

SCHOOL: **The Dorcan Academy**

NOMINEE: I, (names in full)

of (address, including postcode)

.....

Telephone Number: Email Address:

would be prepared to stand as a candidate in the election for Parent Governor(s) to serve on the Governing Body of the above named school. I have noted the disqualifications, none of which apply to me. I am a parent/guardian/Foster Carer of the following student(s) who are registered at the school:

Name/s:

Date of Birth: Tutor Group:

Signed: Date:

PROPOSED BY: (full name)

Parent/Guardian of: (name(s) of student(s))

Tutor Group

Signed: Date:

This form should be returned to the Clerk to the Governing Body to Main Reception, at **The Dorcan Academy** by **Tuesday 8 December 2020**, emailed to governors@dorcan.couk or posted to **The Clerk to the Governors, The Dorcan Academy, St Paul's Drive. Swindon, SN3 5DA.**



The information supplied by the nominee, if they are elected, will be held by the Clerk to Governors. Although the information will be passed to Governor Support at Swindon Borough Council, who are required by law to keep a record of all Swindon school governors, it is held on a password protected database. Required data will also be published on the school website and on EduBase. The information will only be shared with other Council departments on a strictly necessary basis and will not be supplied to anyone outside the Council under any circumstances.

Form PGIA – DISQUALIFICATION

A Governor must be aged 18 or over at the time of their election or appointment. There is no upper age limit for serving as a governor. 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:

- is detained under the Mental Health Act 1983 during his or her period of office;
- 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 subject to a bankruptcy restriction order or an interim order;
- has had their estate sequestrated and the sequestration order has not been discharged, annulled or reduced;
- is subject to:
 - a disqualification order or disqualification undertaking under the Company Directors 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
 - an order made under Section 492(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 Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating 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;
- is disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
- is disqualified from registration for child minding or providing day care;
- is disqualified from registration under Part 3 of the Childcare Act 2006;
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (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-and-a-half 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 to allow an application to the Criminal Records Bureau for a criminal records certificate.

A person is also disqualified from election or appointment as a parent governor of a school if they: are an elected member of the Local Authority (a Councillor).

- work at the school for more than 500 hours (i.e. for more than one third of the hours of a full time equivalent) in a school year (at the time of election or appointment).

Governors' Responsibilities and Expectations:

Governors are appointed to provide:

- strong links between our academy and the community we serve
- a wide experience of the outside world
- an independent view
- a focus on long term development and improvement
- accountability to the community for the use of resources and the standards of teaching and learning within our academy
- support for the Headteacher and staff and act as a critical friend

Governors are expected to:

- attend meetings of the governing body
- work as a member of the governing body (not as an individual) in the best interests of the academy
- show an interest in academy activities
- become well-informed about education in general and about our academy in particular
- become familiar with the rules of academy governance
- keep up to date with changes in education legislation
- attend training courses, where appropriate.

Governors will also be involved in the following activities:

- senior staff appointments
- the financial management of the academy
- student discipline
- the curriculum
- community links

What we hope you will get out of being a governor:

- the knowledge that you are helping our students
- the satisfaction of giving something back to the community
- a sense of purpose and achievement
- new skills which may be useful elsewhere
- broader horizons

What we hope you can offer:

- time (approximately six hours a month)
- a willingness to learn
- a listening ear and enquiring mind
- the ability to assimilate information, make judgements and take decisions
- the ability to work as part of a team

We look forward to hearing from you.