

4<sup>th</sup> May 2023

Dear Parent/Carer,

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### **Election of a new Parent Governor for Farlingaye High School**

As one of our Parent Governors has completed their term, Farlingaye's Local Governing Body (LGB) has a vacancy for a new Parent Governor. The LGB is responsible for Farlingaye's governance under delegated authority from the East Anglian Schools Trust, which Farlingaye formed with Kesgrave and Bungay High Schools in September 2019.

Parent Governors are elected by, and from, the parents and carers of children currently attending our school. They normally serve a four-year term of office and bring an important and valued perspective to the work of the LGB. A Parent Governor elected now will hold office until 2027 and, like other Governors, will be eligible for re-election.

The LGB plays a vital role in ensuring that every child receives the best possible education. Governors contribute a wide variety of skills and experience to the development and monitoring of the school, acting as "critical friends" to the school's Leadership Team. We especially need new Governors with interest and/or experience of Special Educational Needs, Safeguarding, Finance and/or Data Analysis and we would also welcome applications from people with a wide range of relevant skills and experience. Full training is provided through Suffolk's Schools Choice service and new Governors receive support and mentoring from an experienced Governor. New Governors are expected to attend 3 introductory online evening training sessions within the first six months of their appointment, and all Governors are expected to stay up to date with regular training throughout their terms.

The time commitment varies with the roles taken on by each individual Governor. As a minimum, Governors must prepare for and attend regular Full Governing Body meetings (six per year), which will take place at 4pm on Monday afternoons, throughout the school year. Many employers are supportive of staff serving as Governors.

If you are interested in this opportunity, please find enclosed a nomination form for election as a Parent Governor. Parent Governors must have a child at the school at the time they are elected. Certain people are disqualified from being Governors. More information on this is shown on the reverse of this letter. Appointment is subject to an enhanced DBS check and other standard checks. If you would like more details about what is involved, please contact the Trust's Governance Professional, Louise Turner, by email at [lturner@eastanglianschoolstrust.co.uk](mailto:lturner@eastanglianschoolstrust.co.uk).

**The closing date for receipt of nominations is 12 noon on 26<sup>th</sup> May 2023.** After that date, if there are more nominations than vacancies, a ballot will be held. There is space on the nomination form for a statement of **not more than 200 words** by the person nominated to provide such information about themselves as they wish. This statement will be included on the ballot paper. Any nominated candidates who are not elected may also be considered for appointment as Co-opted Governors.

Thank you in advance for your consideration of this important role for the school.

Yours sincerely,

**Andy Sievewright,**  
Headteacher

# Farlingaye High School

## School Governor Disqualifications

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- 1) No person shall be qualified to be a Governor unless they are aged 18 or over at the date of their election or appointment. No current pupil of the Academy shall be a Governor.
- 2) A Governor shall cease to hold office if they become incapable by reason of illness or injury of managing or administering their own affairs.
- 3) A Governor shall cease to hold office if they are absent without the permission of the Governors from all their meetings held within a period of six months and the Governors resolve that the governors' office be vacated.
- 4) A person shall be disqualified from holding or continuing to hold office as a Governor if:
  - i) they have been declared bankrupt and or their estate has been seized from their possession for the benefit of their creditors and the declaration or seizure has not been discharged, annulled or reduced; or
  - ii) they are the subject of a bankruptcy restrictions order or an interim order.
- 5) A person shall be disqualified from holding or continuing to hold office as a Governor at any time when they are 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).
- 6) A Governor shall cease to hold office if they cease to be a Governor by virtue of any provision in the Companies Act 2006 or is disqualified from acting as a governor by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).
- 7) A person shall be disqualified from holding or continuing to hold office as a Governor if they have 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 they were responsible or to which they were privy, or which their conduct contributed to or facilitated.
- 8) A person shall be disqualified from holding or continuing to hold office as a governor where they have, at any time, been convicted of a Serious Criminal Offence.
- 9) A person shall be disqualified from holding or continuing to hold office as a governor if that person does not provide the Chair with a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997 or if such a certificate discloses information which the Chair considers would make that person unsuitable for their role. 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.
- 10) A person (including the Chair) shall be disqualified from holding or continuing to hold office as a governor if that person:
  - i) refuses to consent to any checks required by the Secretary of State under the provisions of the Funding Agreement, the Education (Independent School Standards) Regulations 2014 or otherwise; or
  - ii) is found to be unsuitable to be a governor by the Secretary of State under the provisions of the Funding Agreement or the Education (Independent School Standards) Regulations 2014.
- 11) Where, by virtue of these Articles a person becomes disqualified from holding, or continuing to hold office as a governor; and they are, or are proposed, to become such a governor, they shall upon becoming so disqualified give written notice of that fact to the Governance Professional.