



BECOME A PARENT GOVERNOR AT COTTINGLEY VILLAGE PRIMARY SCHOOL

There is currently **one** parent governor vacancy on the Local Advisory Board of the school. Parent governors are elected by parents of registered pupils at the school.

As the parent, carer or other person with parental responsibility for a pupil at the school you can stand for election and vote, unless you are employed by the school or you are effected by general restrictions preventing people from becoming governors in any category (The list of restrictions is included overleaf).

If you are interested in being a parent governor, you can nominate yourself or, with their permission, another parent with a child at the school.

Simply complete the attached nomination form and return it to the school by 16th January 2026.

If you put yourself forward and no ballot is necessary, following the deadline for nominations, you will be elected unopposed to serve as a parent governor.

If more parents want to become governors than there are vacancies, a ballot will be held. Ballot papers and details of the election process will be sent to all parents and carers eligible to vote.

You are invited to provide a statement to support your nomination as a parent governor (see the attached nomination form). If a ballot is held, this statement will be included on the ballot paper to help other parents decide who to vote for.

If you are elected as a governor, your term of office will be four years; however, you can resign at any time if required. If your child leaves the school you can continue as a governor until the end of your term of office.

Please note that being a governor brings considerable responsibility for the proper management of the school and the protection of children and, therefore, the successful candidate(s) will be required to complete a criminal records check.

THE DEFINITION OF “PARENT” INCLUDES

- All natural parents, whether they are married or not; and
- Any person who, although not a natural parent, has *parental responsibility* for a child or young person; and
- Any person who, although not a natural parent, has care of a child or young person (having care of a child or young person means that a person with whom the child lives and who looks after the child, irrespective of what their relationship is with the child, is considered to be a parent in education law).

ELIGIBILITY TO BE A GOVERNOR

A person is disqualified from holding or continuing to hold office as an academy governor if that person:

- is a registered pupil;
- under the age of 18 at the time of appointment or election;
- is incapable by reason of illness or injury of managing or administering their own affairs;
- has 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
- is the subject of a bankruptcy restrictions order or an interim order;
- 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);
- is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision);
- 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 was responsible or to which he was privy, or which he by his conduct contributed to or facilitated;

- 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;
- does not provide to the chairman of the Governors a criminal records certificate at an enhanced disclosure level under section 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 Principal 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.

COTTINGLEY VILLAGE PRIMARY SCHOOL ELECTION OF PARENT GOVERNOR NOMINATION FORM

Please return the completed form to the school by **16th January 2026**.

I wish to serve as a parent governor and to be a candidate if an election is necessary.

I confirm that I am eligible to serve as an academy governor.

Full name (Forename/s) _____ (Surname) _____

Name of child/ren (including age & year group) _____

Address _____

Email _____

Telephone No. on which I can be contacted _____

Signed _____ date _____

You are invited to provide a brief statement to support your nomination as a parent governor.

If a ballot is required, this statement will be included on the ballot paper to help other parents decide who to vote for.

In your statement, you may wish to provide details of work, interests, hobbies, voluntary work; and why you would like to be a Governor.

Please use the space below to complete your statement. You may continue beyond this space but please try to keep your statement succinct with appropriate information.