



# ELLESMERE PORT CATHOLIC HIGH SCHOOL

*'I have come so that they may have life and have it to the full'* John 10.10

25<sup>th</sup> May 2021

Dear Parent/Carer

## **PARENT GOVERNOR ELECTION**

I am writing to inform you of two vacancies for the role of parent governor on our governing board. We are very keen to encourage parents (or people with parental responsibility) of registered students at the school to nominate themselves to fill these places, or for anyone to nominate another parent to do so.

All those who have parental responsibility and are over the age of 18 are eligible to stand for election, including parents who work at the school provided that they work for less than 500 hours per year when they are elected. (Please see the bottom of this letter for a summary of the circumstances under which someone cannot serve as a Governor).

### **The role of the governing board**

The school's governing board is responsible for providing confident and strategic leadership, and creating robust accountability, oversight and assurance for the school's educational and financial performance. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our students.

### **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 do not have to be an expert on education to be a school governor, nor do you need any special qualifications. The most important thing is to have a keen interest in the school and be prepared to 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 interpersonal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the governing board delivers effective governance

Capenhurst Lane, Whitby, Ellesmere Port, Cheshire, CH65 7AQ  
Tel: 0151 355 2373 Attendance Line: 0151 513 4453 Email: [admin@epchs.co.uk](mailto:admin@epchs.co.uk) [www.epchs.co.uk](http://www.epchs.co.uk)  
Headteacher: Mrs C. Vile B.Ed. Hons



# ELLESMERE PORT CATHOLIC HIGH SCHOOL

*'I have come so that they may have life and have it to the full'* John 10.10

Training is available for all Governors and this Governing Board has an expectation that those new to being a Governor attend free induction training.

## Expectations of governors

If you join our governing board you will serve for a four year term and you can continue to the end of the four years even if your child/children leave the school. Being a governor can take up time as you will need to prepare for / attend meetings, and commit to training and development as required.

## How to apply

If you are interested in applying for the role, please complete the candidate form attached separately to this letter and return by **Friday 25<sup>th</sup> June** to:

Mr John Pilcher (Clerk to Governors) via Mrs Emma Lyth (Headteacher's PA) by email to [Emma.Lyth@epchs.co.uk](mailto:Emma.Lyth@epchs.co.uk) or by post to:

Ellesmere Port Catholic High School  
Capenhurst Lane  
Whitby  
Ellesmere Port  
CH65 7AQ

You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted, but if you are nominating another parent please seek their prior consent.

If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this.

If you have any queries about this process or would like to find out more about the role, please contact the Clerk to Governors, Mr John Pilcher, via the Headteacher's PA, Mrs Emma Lyth, using the details above.

Yours sincerely,

Mrs C Vile  
Headteacher

Capenhurst Lane, Whitby, Ellesmere Port, Cheshire, CH65 7AQ  
Tel: 0151 355 2373 Attendance Line: 0151 513 4453 Email: [admin@epchs.co.uk](mailto:admin@epchs.co.uk) [www.epchs.co.uk](http://www.epchs.co.uk)  
Headteacher: Mrs C. Vile B.Ed. Hons



## Qualifications and disqualifications to serve as a school governor

A governor must be aged 18 or over at the time of his/her election or appointment and cannot hold more than one governorship at the same school.

A person is disqualified from holding or continuing to hold office as a governor or associate member if he or she:

- is subject to a bankruptcy restriction order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order;
- has had his/her estate sequestrated and the sequestration 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 the Companies Directors Disqualification (Northern Ireland) Order 2002
  - a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
  - an order made under section 429(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 an order made by the Charity Commission or Commissioners or High Court on the grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of anybody;
- 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 working with children under sections 28,29, or 29A of the Criminal Justice and Court Services Act 2000;
- is disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding or providing day care;



# ELLESMERE PORT CATHOLIC HIGH SCHOOL

*'I have come so that they may have life and have it to the full'* John 10.10

- 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 3 months (without the option of a fine) in the 5 years before or since becoming a governor;
- has received a prison sentence of 2½ years or more in the 20 years before becoming a governor;
- has at any time received a prison sentence of 5 years or more;
- has been convicted under section 547 of EA 1996 (nuisance or disturbance on school premises) or under section 85A of the Further and Higher Education Act 1992 (nuisance or disturbance on educational premise) during the 5 years prior to or since appointment or election as a governor;
- is employed at the school for more than 500 hours per academic year if wishing to stand for parent governor at the same school;
- is an elected member of the Local Authority (applies to parent and community governors only);
- has refused a request by the clerk to the governing body to make an application under section 113B of the Police Act 1997 for a criminal records certificate
- has been disqualified from holding office as a governor of this school due to failure to attend governing body meetings for a continuous period of six months

Capenhurst Lane, Whitby, Ellesmere Port, Cheshire, CH65 7AQ  
Tel: 0151 355 2373 Attendance Line: 0151 513 4453 Email: [admin@epchs.co.uk](mailto:admin@epchs.co.uk) [www.epchs.co.uk](http://www.epchs.co.uk)  
Headteacher: Mrs C. Vile B.Ed. Hons