

October 2019

Dear Parent / Carer

ELECTION OF PARENT GOVERNOR

We are seeking to appoint a parent governor to join Northallerton School & Sixth Form College's Local Governing Body (LGB). As you know, the school is a member of Areté Learning Trust and, as such, responsibility for the overall governance of the schools in the Trust rests with the Board of Directors. Many Multi Academy Trusts do not have local governing bodies. However, we are committed to local representation and choose to have LGBs for all Areté Learning Trust schools: in effect the LGBs are committees of the Board.

What Do Governors Do?

I have attached with this letter a copy of the current Terms of Reference for our LGBs which outlines the responsibilities which are delegated by the Board to them. Most importantly the LGB provides support and challenge to the senior leaders in the school and holds them to account for the school's performance in areas including teaching and learning, examination results, students' wellbeing, safeguarding and effective leadership. LGB members also sit on panels, when they are needed, for review of complaints, personnel or behaviour issues.

Who can be a Parent Governor?

The term "parent" includes anyone who has custody of a child registered at the school. Parents can stand for election and vote in secret in the election, if a ballot is needed.

Do Parent Governors have special responsibilities?

No. Parent Governors do not have particular duties. All governors are equally responsible and, most importantly, discharge their responsibilities as a body, not individually. The Parent Governors speak as parents - they do not speak for all, or on behalf of, parents. All members of an LGB act in the best interests of the school/Trust as a whole and not as a representative of any group, even if elected as a parent.

Are there any restrictions which could disqualify parents from becoming Parent Governors?

Yes, but they are unlikely to apply to the vast majority of parents considering becoming a parent governor. The restrictions are contained in the School Governance (Constitution) (England) Regulations 2003, Schedule 6 and subsequent amendment Regulations. Please refer to the attached self-declaration form. Parents putting themselves forward for election will be required to sign this form and return it with their nomination form. If any of the restrictions apply, you should not proceed with your nomination as a governor. You are also disqualified from election or appointment as a parent governor if you are an elected member of the local authority. Governors are subject to enhanced DBS checks and the elected parent(s) will be provided with a form to complete and return to the Headteacher along with proof of identity (as detailed in the list of Valid Identity Documents). The term of office of the successful candidate will only commence once a clear enhanced DBS Disclosure has been received and checked. If you have any concerns about this, please don't hesitate to contact the Headteacher – any queries will be treated as confidential.

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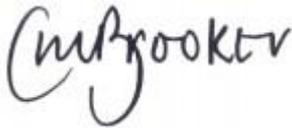
How are Parent Governors elected?

Parent Governors must be people (aged at least 18) who have a child(ren) at the school when they are elected. Please request a nomination form by email to bramley.l@northallertoncshool.org.uk. Candidates should submit their signed nomination form, including a short statement (of no more than 250 words) about themselves outlining the skills and experience which will help them to contribute to the future work of the LGB. We are keen to recruit governors who have skills and/or experience from different walks of life to enhance the contribution the LGB can make to the leadership of the school. However, I would emphasise that, in the case of a Parent Governor, the Trust Board does not select the best candidate – this will be determined by the parents who will vote if we have more than one nominee. In that event, there will be a secret ballot, details of which will be sent to you.

I hope you find this information helpful but if you have any questions about the Trust, the election process, the role of the LGB or would like to discuss the role with a current Parent Governor, please contact the clerk to the LGB. In the meantime, I would only add that, as a former Headteacher and now as the CEO of the Trust, I value enormously those governor colleagues who give their time so generously and with whom it has been a great pleasure to work.

The deadline for nominations is **10am on Friday 18th October 2019**.

Yours sincerely



Mrs C M Brooker

CEO Arété Learning Trust and Returning Officer

Terms of Reference - Local Governing Bodies of Arété Learning Trust

Areté Learning Trust has chosen to have within our governance structure local governance arrangements in the form of local governing bodies (LGBs), in effect, sub-committees of the Board of Directors. The role of an LGB in the trust is to realise the Trust's vision, values, policies and priorities, provide internal assurance / risk management, develop the local community and employer links and focus on the core areas of *the effectiveness of leadership and management, the quality of teaching, learning and assessment, students' personal development, behaviour and welfare and their outcomes.**

LGBs are expected to question, challenge and support their academy's leadership. Responsibilities delegated by the Board are set out in the Scheme of Delegation and its appendix which details specific areas of responsibility.

Key areas for enquiry, challenge and support include:

- impact of improvement planning
- performance - students' progress, achievement & outcomes
- the suitability and effectiveness of the taught curriculum & the wider curriculum offer, including Careers Guidance, PREVENT strategy and PSHE
- care, student support and provision - personal development
- safeguarding processes and their impact
- budget and resource management, drawing on the benchmarking and guidance provided by the trust and including staffing costs, curriculum cost and capital expenditure
- submission of a proposed budget for approval
- staff effectiveness and wellbeing
- leadership development and effectiveness
- behaviour management
- complaints
- community engagement

Key tasks include:

induction of new LGB appointees, in line with ALT policy

appointment of a named LGB link governor to each of the following, to monitor activity, impact and compliance

- Risk management
- Special Educational Needs and Disabilities (SEND)
- Safeguarding
- Health and Safety,
- Looked After Children
- Careers & Employability

annual LGB skills audits (Where required, the trust will arrange/provide support and training for LGB members with particular link governor responsibilities.)