



The Ripley Academy and Sixth Form

Executive Headteacher: **Mrs L Walton** BA (Hons)



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Head of School: **Mr J de Rijk** BA (Hons)
Deputy Headteacher: **Miss J Scattergood** BEd (Hons)
Deputy Headteacher: **Mrs J Thawley** BSc (Hons)

Dear Parent/Carer(s)

2 October 2020

Parent Governor Vacancy

The local governing body at The Ripley Academy has a vacancy for a parent governor. As such the governors wish to seek nominations from parents who are interested in joining the local governing body of this school. The term 'parent' relates to any person who has 'parental responsibility' as defined by the Education Act 2011 and who has a child at the school at the time you begin your term of office.

An elected member of the local authority and school staff who are paid to work at the school for more than 500 hours in a school year are not eligible for election or appointment as parent governors. If you have any queries about your eligibility as a parent, please feel free to contact me for further advice.

Local governing bodies are responsible for a wide range of matters which come under three main headings: strategic direction; support monitoring and evaluation; and ensuring accountability. Duties include oversight of the school budget, school effectiveness, preparation for Ofsted inspection and involvement in a variety of personnel and pupil issues. The governors are accountable to the board of directors of the East Midlands Education Trust. In your role as a school governor, you will be supported in these duties by other experienced members of the local governing body, the Headteacher and clerk to governors.

The local governing body works together as a group, meeting at least four times per year. If you are thinking of standing please consider fully these commitments, along with any extraordinary meetings which may also be required. As a governor, you will normally hold office for a period of four years, even if your child leaves the school during this time. You can, however, resign from the local governing body at any time. All governors are also expected to undertake additional duties, which are individually negotiated. These may include developing expertise and advising the local governing body about a particular area of school life or sitting on ad-hoc working parties or governor appeal panels. The Local Governing Body is combined with the Local Governing Body of John Flamsted Community School and meetings will include matters pertaining to both schools.

All new and re-appointed school governors are required to undergo an enhanced Disclosure and Barring Service check (DBS) to ensure they are not barred from undertaking this regulated activity and are required to complete a declaration of eligibility form.

The Ripley Academy, Peasehill, Ripley, Derbyshire, DE5 3JQ.

If you would like to be nominated as a parent governor, you need to:

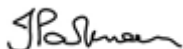
- (a) Check that you are eligible and confirm this with the Clerk to Governors if necessary.
- (b) Once you are satisfied that you are eligible to become a governor please complete a nomination form.
- (c) Ask two other parents or carers from different families, who also have children at the school, to each sign one of the boxes 1 and 2 (one to propose, one to second your nomination).
- (d) If you wish, you could include a statement, up to 80 words, about yourself and why you would like to become a governor. You do not have to complete this section, but if you don't you may put yourself at a disadvantage if there is an election. All words over 80 will be deleted and not used in the election process.
- (e) Each nomination must be received by the clerk to governors at the school by 10:00 am on Friday, 16 October 2020. It should be sealed in an envelope marked 'Nomination for parent governor' and may be delivered by hand, sent with your child or posted to the school. The onus is on you to ensure that the nomination form is put in the box, either by personal delivery or by sending it with your child. Sealed ballot boxes will be available in the school main reception for hand deliveries by parents and in Student Services for students.

Your nomination should be acknowledged by the returning officer within three working days of the closing date. If you do not receive this acknowledgement, please contact the school.

An election will be held if more nominations are received than the number of vacancies. For the purpose of the election, ballot papers will be sent to all parents or carers with pupils at the school, together with any details that you and other nominees have provided. This procedure will be explained to you, should an election be necessary. The successful candidate will be eligible to attend our governors' meeting on Wednesday 9th December 2020 at 6:00pm.

If you would like a paper copy of this letter or the nomination form please contact enquiries@ripleyacademy.org or have any further queries about the role of parent governor, please feel free to contact me.

Yours sincerely



Mrs J Parkman
Clerk to the Governors