

Wednesday 4<sup>th</sup> November 2020

## Seeking Nominations for role of Parent Governor to Kensington Aldridge Academy Governing Board

Dear Parents and Carers,

There is one vacancy for an elected Parent Governor on the Kensington Aldridge Academy Governing Board.

We are seeking nominations from parents, foster parents, carers and guardians to fill this vacancy and take on the role from early December 2020.

### Principles of Parent Governor election process

The Governing Board of Kensington Aldridge Academy provides strategic challenge and support to the Principal and Executive leadership team at the school. The role of Governor is voluntary and includes attending four Governing Board meetings each year. Governors can also join a Committee of the Board, meeting at least once a term. They may also participate in occasional ad hoc panels in the school, and are invited to attend Governor training during the academic year.

The core role involves monitoring KAA's educational, financial and operational delivery to ensure the best possible outcomes for pupils. Governors are not involved in the day to day running of the school, but the Principal provides the Governing Board with a range of information to make strategic decisions and fulfil its statutory responsibilities to students, parents and the wider community. The Governing Board is the legally accountable trust board and is collectively responsible for making sure that the school is accountable and reaches its goals.

Parent Governors help to ensure the school meets the needs and interests of parents. They provide the perspective of the parent body, but do not represent individual parental concerns.

Parent governors serve a term of four years. Parent governors will be subject to the pre-appointment checks applicable to all Governors including signing a code of conduct, completing the annual declaration of interest form, and undertaking a DBS check. Training and induction is made available for all new Governors.

### Who can stand as a parent governor?

Parents or carers of a child registered at Kensington Aldridge Academy may stand and, if elected, become a Parent Governor. The Governing Board is committed to a diverse and inclusive ethos.

Parents cannot however nominate themselves if they are:

- an elected member of the local council; or
- paid to work in the school for more than 500 hours in any twelve-month period;

- or have been adjudged bankrupt, who have been removed as a trustee or who have received a prison sentence of more than three months for a criminal offence and are disqualified from serving as a governor.

Please find enclosed more information related to the role of Parent Governor as well as some general guidelines. If you want to submit a nomination you **must**:

- be a parent, foster parent, carer or guardian of a child currently on roll at the school;
- complete the nomination form and sign it, providing full details so we can contact you if we need to; and
- provide a personal statement no longer than 200 words (typed if possible) to be circulated to all parents if there is a need to go to ballot.

If you wish to nominate yourself for this role, please complete and return the attached nomination form **by 5pm on Thursday 12<sup>th</sup> November 2020**. **Requests for any further information, and all of the nomination forms and details must be sent to the Clerk to the Board Anna Machin at [a.machin@kaa.org.uk](mailto:a.machin@kaa.org.uk).**

### The election process

If more than one nomination is received, then an election will be held. If you would like more information about the role, please contact the Clerk to the Board Anna Machin at [a.machin@kaa.org.uk](mailto:a.machin@kaa.org.uk). Ms Machin has been delegated responsibility for making the necessary arrangements for any election needed.

If an election is held then we are proposing to use a secure online voting software particularly given the current lockdown period. This would be distributed along with the candidates' personal statements. Parents are entitled to request a hard copy ballot form which we would send by post. **If you would like to request a hard copy ballot form, please request this from Vashti Turner at [v.turner@kaa.org.uk](mailto:v.turner@kaa.org.uk) by 5pm on Thursday 12<sup>th</sup> November.** We will send it to you by first class post.

We would intend to allow voting between Monday 16<sup>th</sup> November and Tuesday 1<sup>st</sup> December and would then hold a count.

We do hope you are interested in standing and look forward to receiving your application.

Kind regards,



**Mick May**  
**Chair of Governors**