

Park Junior School

Together We Make A Difference

Head Teacher Mr David Tebbutt

Deputy Head Mrs Jenny May



Great Park Street, Wellingborough,
Northamptonshire, NN8 4PH

Tel: 01933 224 501

Fax: 01933 277 976

www.parkjuniorwellingborough.co.uk

head@park-jun.northants-ecl.gov.uk

17th October 2025

Dear Parents and Carers,

Nominations for Parent Governors

There is a vacancy for a parent governor to serve on the school's local governing body. We are keen to encourage parents and carers of registered pupils to nominate themselves or others to become part of our local governing body. Parent governors are a vital part of the governing body.

The local governing body carries out its role by helping to set the vision for the school and then ensuring that the school works efficiently and effectively towards achieving this vision by building a thorough knowledge of the school and local community, supporting and constructively challenging the school, and ensuring accountability and compliance.

Whilst experience of matters relating to education is useful, you do not have to be an expert on education to be a school governor. However, you will be asked to demonstrate skills and experience that will enhance governance of the school, a commitment to undertake training and a willingness to engage in the life of the school. You will need to set aside time to be able to be an effective governor: time to prepare for meetings, visit the school and undertake training.

Before you decide to nominate someone, or indeed stand yourself, you may want to know a bit more about what is involved.

Governors need an ability to be able to build relationships with a range of people, to work as part of a team, to be able to question, and to make connections between different types of information. If you join our local governing body, you will serve for a four-year term, and you can continue to the end of the four years even if your child leaves the school in the meantime.

Parent governors are expected to:

- attend six meetings of the full governing body in a year
- visit the school formally for monitoring purposes at least three times a year
- commit to attend training courses.

In return, our governing body commits to:

- provide you with a structured induction
- provide access to quality training
- provide you with an experienced governor as mentor.



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If you would like to find out more about being a governor at our school, please email your contact details to Jane Orton at jorton@park-jun.northants.sch.uk and they will be passed on to Heather Saunders, Chair of Governors, who is more than happy to have a conversation and answer any questions you may have.

If you would like to stand for election as a parent governor, please complete the enclosed nomination form. If you wish to nominate another parent, please obtain their permission first. Also enclosed is declaration of eligibility information. **Please return in a sealed envelope to the school office.**

If you require paper copies of the above, please contact the school office.

Application forms should be returned by Friday 7th November 2025.

If there are more nominations than vacancies, there will be an election by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

I look forward to hearing from you.

Yours sincerely

David Tebbutt
Headteacher



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Parent Governor Nomination Form

To be completed by the candidate			
Title:		Surname:	
Forename(s):			
Any other forename(s) used:			
Address:			
Post Code:		Daytime Tel:	
Date of Birth:		Evening Tel:	
Mobile:		E-mail:	
Profession:			
Personal statement (no more than 500 words) This is the section that will be sent out to parents for the election. It should state your past experience and the skills you would bring to the role, why you are interested in being a governor and the impact you could have.			
Continue on a separate sheet and attach to this form if necessary			



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References – please provide details (name, email address and phone number) of two referees who can vouch that you are suitable to be a governor.

Referee 1 – must be current or former employer/supervisor in a voluntary role

Referee 2 – can be an employer, colleague, person of standing or friend

Data Protection Act

Personal data supplied on this form may be held on computer systems, both live and test, and will be used in accordance with the Data Protection Act 2018 for statistical analysis, management, planning and in the provision of services by NPAT. The information will be held in accordance with the NPAT Records Management and Retention Policy.

Declaration of Eligibility

I declare that I have read and understood the **Declaration of Eligibility** and I am not disqualified from serving as a governor on a school governing body. If I become disqualified, I will give notice of the fact to the governance professional.

Signed:

Date:



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Declaration of Eligibility Form

Please answer each question by ticking in the relevant column on the right-hand side of each question.

QUESTION	YES	NO
Are you aged 18 or over?		
Have you been disqualified as a governor at this school for failing to attend governing body meetings?		
Are you the subject of a bankruptcy restrictions order or debt relief order?		
Are you subject to a disqualification order under the Company Directors Act?		
Have you been removed from the office as a Trustee for a charity by an order made by the Charity Commission?		
Are you barred from regulated activity with children in accordance with the Child Protection Act?		
Are you disqualified from working with children under the criminal justice and court services act?		
Are you disqualified from registration under the Childcare Act?		
Are you included in the persons DFE list 99 (list of those unsuitable to work with children)?		
Are you employed to work at the School or the Trust?		
Have you ever been fined for causing a nuisance or disturbance on school or education premises?		
Have you received a prison sentence, without the option of a fine in the five years before becoming a governor?		
Have you received a prison sentence of more than 2.5 years within the last 20 years?		
Have you been convicted of an offence and subject to a fine under the Higher Education Act?		
Have you refused a request by the school to undertake a DBS criminal record records check?		



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I declare that I am a current parent/carer for a child in school and am not disqualified from serving as a school governor.

Name:

Signature:

Date:

This form should be completed and sent/handed in to the school office by the deadline of Friday 7th November 2025. along with your nomination form.

