



Mr G Panayiotou – Headteacher
Mr John McNichol – Chair of Governors

Castleford Academy
Ferrybridge Road
Castleford
WF10 4JQ
Tel: (01977) 605060

21st October 2020

Dear Parents/Carers,

We are writing to inform you that a parent governor vacancy has become available on the local governing board for Castleford Academy. The local governing board is delegated certain functions by the board of trustees and are responsible for:

- Ensuring clarity of vision, ethos and strategic direction.
- Holding leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff.
- Overseeing the financial performance of the organisation and making sure its money is well spent.

Parent governors are not elected to represent their stakeholder group, but are elected in order to contribute to the work of the governing board in ensuring high standards of achievement for all children and young people in the school, contributing to strategic discussion, holding senior leaders to account by monitoring school performance and ensuring money is well spent.

All parents/carers at the academy can stand for election, except those who are:

- Employed at the academy for 500 hours, or more, in a twelve month period.
- Elected members of the City of Wakefield Metropolitan District Council.

Further eligibility details can be found at <https://www.legislation.gov.uk/ukxi/2012/1034/schedule/4/made>.

There are four full governing board meetings per year as well as a number of committee meetings with specific delegation and terms of reference. All governors are expected to play an active role. Members of our school community have a wealth of skills and experience to offer and we particularly welcome nominations from parents and carers who have a background in **Education, Estates, HR or Finance**.

Whatever your skill or strength, we are looking for someone with the desire and enthusiasm to help our school community achieve more. As a governor you will be asked to sign up to a code of conduct and be willing to undertake training. The term of office for parent governors is four years.

If you would like to stand for election please complete the below nomination form and return it to the school no later than Friday 6th November. Please also include a short personal statement to support your nomination, which should be no longer than 100 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent. If there are more nominations than vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Completed nomination forms must be returned to admin@castlefordacademy.com or handed into the academy by Friday 6th November addressed to Nicola Frost.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J McNichol', written over a light blue horizontal line.

Mr J McNichol
Chair of Governors

Castleford Academy - Parent governor nomination form

Please enter in BLOCK LETTERS, the name and address of the person being nominated for election:

Name: _____

Address: _____

Signature of nominee: _____

Signature of proposer (if different to nominee): _____

Name and address of proposer (if different to nominee): _____

Personal Statement (maximum 100 words)

I wish to submit my nomination for the election of parent governor.

I confirm (i) that I am willing to stand as a candidate for election as a parent governor and (ii) that I am not disqualified from holding office for any of the reasons set out in <https://www.legislation.gov.uk/uksi/2012/1034/schedule/4/made>.

Signature

Date

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