



Kents Hill Junior School



Kents Hill Road, Benfleet Essex SS7 5PS
Telephone: 01268 792133 Facsimile: 01268 795357
e-mail: admin@kentshill-jun.essex.sch.uk

Headteacher: Mr Michael Thomas

15th October 2018

Dear Parent/Carer,

Re. School Governor Vacancy

We are currently seeking to appoint governors to join our strong and valued governor team.

The Local Governing Body, with the Headteacher, has overall responsibility for the running of the school. They have two core strategic functions: ensuring clarity of vision, ethos and strategic direction, and holding the Headteacher to account for the educational performance of the school and its pupils.

The governors implement a programme of monitoring in the following key areas:

- Safeguarding
- Effectiveness of Leadership and Management
- Quality of Teaching, Learning and Assessment
- Personal Development, Behaviour, and Welfare
- Outcomes for all pupils

No special qualifications are required; the most important thing is to have a keen interest in the school and be prepared to play an active role. After the compulsory induction training and safeguarding training, further optional training will be available as the successful applicant develops within the team. There are presently four Local Governing Body meetings a year starting at 6pm and up to six half-day monitoring sessions starting at 9am. Whilst it may not be possible to attend on all occasions, governors are expected to attend as many as possible.

Overleaf summarises the circumstances under which someone cannot serve as a governor.

If you would like to be considered, please complete and return the attached application form to the school office by **2nd November 2018**. We can also consider a person who is not a parent of a child at our school. In this instance, please could this letter be passed on to them (and they are required to indicate on the form the parent that has nominated them).

A full post description is available upon request from the school office. If you have any questions or would like to know a little bit more, please leave your contact details with reception. The Chair of Governors will get in touch with you to arrange an informal chat about anything you would like to know about the role of a School Governor.

To support the written application, selection will also be based on an informal interview. The successful candidates will also need to undertake an Enhanced DBS check which we will arrange.

Yours sincerely,

Mrs T Collins
Chair of Governors

Mr M Thomas
Executive Headteacher

Learning ~ Friendship ~ Safety ~ Success

At Kents Hill Junior School we are committed to safeguarding and promoting the welfare of children, and we expect all staff and volunteers to share this commitment. Designated Safeguarding Lead – Mr M Thomas

Academy Trust (Registered in England) – Company Number 7804282

Reg. address: Kents Hill Junior School, Kents Hill Road, Benfleet, Essex, SS7 5PS



SETS A





Kents Hill
Junior School



Qualifications to serve as a governor (as per the SGR 2012)

A governor must be aged 18 or over at the time of his/her election or appointment and cannot hold more than one governorship at the same school.

A person is disqualified from holding or continuing to hold office as a governor or associate member if he or she:

- is subject to a bankruptcy restriction order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order
- has had his/her estate sequestrated and the sequestration has not been discharged, annulled or reduced
- is subject to:
 - a disqualification order or disqualification undertaking under the Company Directors Act 1986
 - a disqualification order under the Companies Directors Disqualification (Northern Ireland) Order 2002
 - a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
 - an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a county court administration order)
- has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on the grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of any body
- is included in the list of people considered by the Secretary of State as unsuitable to work with children
- is disqualified from working with children or subject to a direction under section 142 of the Education Act 2002
- is disqualified from working with children under sections 28,29, or 29A of the Criminal Justice and Court Services Act 2000
- is disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding or providing day care
- is disqualified from registration under Part 3 of the Childcare Act 2006
- has received a sentence of imprisonment (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before or since becoming a governor
- has received a prison sentence of 2½ years or more in the 20 years before becoming a governor
- has at any time received a prison sentence of 5 years or more
- has been convicted under section 547 of EA 1996 (nuisance or disturbance on school premises) or under section 85A of the Further and Higher Education Act 1992 (nuisance or disturbance on educational premise) during the 5 years prior to or since appointment or election as a governor
- is employed at the school for more than 500 hours per academic year if wishing to stand for parent governor at the same school
- is an elected member of the Local Authority (applies to parent and community governors only)
- has refused a request by the clerk to the governing body to make an application under section 113B of the Police Act 1997 for a criminal records certificate
- has been disqualified from holding office as a governor of this school due to failure to attend governing body meetings for a continuous period of six months

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SETSA





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APPLICATION FORM FOR THE ROLE OF SCHOOL GOVERNOR

Name:

Name of nominee (if applicable):

Address:

E-Mail address:

Telephone:

Occupation:

PLEASE PROVIDE BRIEF DETAILS OF YOUR EXPERIENCES, ABILITIES & SKILLS THAT SUPPORT YOUR APPLICATION (maximum 200 words)

Please complete overleaf

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Referee name:

Address:

E-Mail address:

Telephone:

Referee's relationship to you (e.g. employer, colleague, friend etc.):

I wish to be considered for the role of School Governor at Kents Hill Junior School.

I confirm that I am not disqualified from holding office for any of the reasons set out in the School Governance Regulations.

Signature

Date

Completed nomination forms must be returned to the school office in a sealed envelope, addressed to Mrs T. Collins (Chair of Governors), by 2nd November 2018.

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