

14th March 2016

Dear Parent / Carer

Key Dates

I would like to take this opportunity to remind you of some of the key dates for the remainder of this academic year, as follows:

23 rd March	Last day of term
24 th March	Staff INSET Day
25 th March – 8 th April	Easter Holidays
21 st April	Year 9 & 10 Parents Evening – 4-7.30pm
2 nd May	May Day Bank Holiday
12 th May	Year 8 Parents Evening – 4-7.00pm
27 th May	Last day of term and Year 11 Leavers Prom
31 st May-3 rd June	May Half Term
13 th – 17 th June	Year 10 Work Experience
16 th June	Year 7 Parents Evening – 4-.7.00pm
6 th July	Year 6 Intake Day
7 th July	Year 6 Intake Evening
11 th – 15 th July	Year 12 Work Experience
22 nd July	Last day of term
25 th July – 2 nd September	Summer Holidays
5 th – 6 th September	Staff INSET Days
7 th September	Start of the new academic year

School Uniform

Please be advised that there will be a new standard skirt and or trousers for all students with effect from September 2016. We will advise as soon as these are available for purchase from our suppliers at The National Schoolwear Centre; however, please bear this in mind should you need to replace any skirts or trousers before the end of this academic year.

Parent Governor Elections

Following a recent meeting of the full governing body it was decided that Mrs Miller would end her term as a parent governor and instead be co-opted to the governing body as a valued member of the school community. Mrs Smith remains a parent governor, and we now seek nominations for another parent to join us.

Parents who are willing and eligible to stand as a candidate for election may obtain nomination forms from the school office. The nomination form then needs to be signed by the candidate and two other parents. Parents of all children currently registered at the school are entitled to stand for election or to nominate others. For these purposes 'parent' includes a step-parent, guardian or other persons having parental responsibility. Please note that you will be disqualified from standing for election as a parent governor if any of the following criteria are applicable:



- You are employed at this school for more than 500 hours in a consecutive twelve-month period (i.e. more than one third). You will, however, be entitled to vote in the election.
- You are an elected member of the Local Authority (Staffordshire County Council).

Prospective governors should satisfy themselves that they are not disqualified from being a school governor in general (see overleaf) and that they meet the eligibility criteria for being a Parent Governor at the school. A completed nomination form must be returned to the school no later than 23rd March 2016 at 9.30am. It would be helpful if candidates would submit a brief statement about themselves (*no more than 100 words*). Should a vote be required, this will be distributed to all parents to help them to make their decision.

As soon as possible, following the closing date for nominations, all parents will be sent a ballot paper giving details of each of the candidates. Parents will be asked to indicate their preference as appropriate and return the ballot paper to the school office no later than the date shown. To comply with statutory regulations, the ballot will be conducted in secret.

All candidates will be invited to attend the count although it will not be invalidated due to inability to attend. The results of the ballot will be posted on the school notice board immediately following the count.

If you have any questions regarding the parent governor election, please feel free to contact Mr Timmis at the school.

Yours faithfully



Emily Verow
Headteacher

YOU CANNOT BE GOVERNOR IF:

- You are under 18 at the time of your election or appointment or you are a registered pupil at the school; or
- You are **already** a governor of a different category at the **same** school; or
- You have been detained under the Mental Health Act 1983 during your period of office; or
- You have failed to attend governing body meetings, without the consent of the governing body, for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex-officio governors); or
- You are subject to a bankruptcy restriction order or an interim order; or
- You have had your estate sequestrated and the sequestration order has not been discharged, annulled or reduced; or
- You are subject to:
 - i) a disqualification order or disqualification undertaking under the Company Directors Act 1986;
 - ii) a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989;
 - iii) a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002;
 - iv) an order made under Section 492(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order); or
- You have been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 32 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of anybody; or
- You are included in the list of people considered by the Secretary of State as unsuitable to work with children; or
- You are disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002; or
- You are disqualified from registration for childminding or providing day care; or
- You are disqualified from registration under Part 3 of the Childcare Act 2006; or
- You have received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor; or
- You have received a prison sentence of two and a half years or more in the twenty years before becoming a governor; or
- You have, at any time, received a prison sentence of five years or more; or
- You have been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor; or
- You refuse to allow an application to the Criminal Records Bureau for a criminal records certificate.