Bordesley Green Girls' School & Sixth Form

17th November 2026

Dear Parent/Carer,

PARENT GOVERNOR ELECTION

I am writing to invite you to stand for election as a parent governor, or nominate another parent to do so. In our school we have provision for **2 parent governors** and there are currently **2 vacancies**.

Nominations can only be accepted from parents or carers who have children registered at the school on the day that nominations close.

The Full Governing Board, with the headteacher, has overall responsibility for the running of the school. The role of a school governor is to contribute to the work of the Full Governing Board (FGB) in ensuring high standards of achievement for all children and young people in the school by:

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

The role of governor can be demanding but very rewarding. Parent governors serve an initial term of two years, renewable up to three times to a maximum of one four-year term of office and under usual circumstances, can expect to spend between 10 and 20 days a year on governance duties. These include:

- attending meetings of the Full Governing Board, usually outside of school hours and contributing to Full Governing Board business;
- reading reports and papers and keeping up to date on the progress that the school is making; and
- visiting the school from time to time during the school day.

You will be expected to, undergo a Disclosure and Barring Service (DBS) check and sign a governors' Code of Conduct and have:

- a strong commitment to the role and improving outcomes for children
- the inquisitiveness to question and analyse;
- the willingness to learn;
- good inter-personal skills;
- appropriate levels of literacy in English (unless a Full Governing Board is prepared to make special arrangements); and
- sufficient numeracy skills to understand basic data.

In addition to the above, we would particularly welcome nominations from parents with the following skills:

- understanding special needs and disability (SEND)
- charity law in governance
- school sector risk management
- school sector HR policy
- experience of school inspection

Training is available for all governors and the Full Governing Board has an expectation that those new to school governance attend induction training such as that provided by the Local Authority's School & Governor Support service.

The enclosed sheet summarises the circumstances under which someone cannot serve as a governor. In addition, parents/carers who have paid employment in the school for 500 or more hours in any consecutive 12-month period or who are elected members of the Local Authority are not eligible to stand in these elections.

If you would like to stand for election, please complete the enclosed nomination form and return it to the school no later than **Wednesday 25th November 2026**. You may also include a personal statement to support your nomination. There is no limit on the length of this statement, however, we encourage candidates to be succinct when setting out the skills, experience and attributes that they can bring to the Full Governing Board to support their nomination. 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 on **Wednesday 9th December**. If a ballot is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

To find out more about our school's governing body (i.e. frequency of meetings etc) and the Full Governing Board's code of conduct please contact wmercer@bordgrng.bham.sch.uk.

Yours faithfully,

Phyare

Ms Pritpal Hyare

Head Teacher

Returning Officer - Mr S Moharram, HR Manager

Enc. Nomination form
Governor disqualification details

Ms Pritpal Hyare
Head Teacher

Dr Mashuq Ally
Chair of Governors

Bordesley Green Road, Birmingham, B9 4TR
Tel: 0121 464 1881
Email: enquiry@bordgrng.bham.sch.uk
Web: www.bordgrng.bham.sch.uk

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Qualifications and disqualifications to serve as a school governor

Grounds for disqualification fall into three broad categories:

- general grounds;
- grounds that apply to particular categories of governor; and
- grounds that arise because of particular failings or actions on the part of the governor.

All the grounds for disqualification apply also to associate members except that associate members can be registered pupils at the school and can be under 18.

General grounds

Registered pupils cannot be governors.

A governor must be aged 18 or over at the time of election or appointment.

A person cannot hold more than one governor post at the same school at the same time.

Grounds that apply to particular categories of governor

A person is disqualified from being a parent governor if they are an elected member of the LA or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve month period at the time of election or appointment.

A person is disqualified from being a local authority governor if they are eligible to be a staff governor at the school.

A person is disqualified from being a partnership governor if they are:

- a parent of a registered pupil at the school;
- eligible to be a staff governor at the school;
- an elected member of the local authority; or
- employed by the local authority in connection with its education functions.

Grounds that arise because of particular failings or actions on the part of the governor

A person is disqualified from being a governor of a particular school if they have failed to attend the meetings of the governing body of that school for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the governing body. This does not apply to the headteacher or to foundation governors appointed by virtue of their office.

A foundation, local authority, co-opted or partnership governor at the school who is disqualified for failing to attend meetings is only disqualified from being a governor of any category at the school during the twelve month period starting on the date on which they were disqualified.

A person is disqualified from holding or continuing to hold office as a governor of a school if, in summary, that person:

- is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order; an interim debt relief restrictions order; or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced;
- is subject to a disqualification order or disqualification undertaking under the Company

Directors Disqualification Act 1986; a disqualification order under the Companies (Northern Ireland) Order 2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order)

- has been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- has been removed from office as an elected governor within the last five years.

- is included in the list of people considered by the Secretary of State as unsuitable to work with children or young people
- is barred from any regulated activity relating to children
- is subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008
- is disqualified from working with children or from registering for child-minding or providing day care
- is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State 22
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a governor or since becoming a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more
- has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor
- refuses a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.

Anyone proposed or serving as a governor who is disqualified for one of these reasons must notify the clerk/governance professional to the governing body.

Bordesley Green Girls School and Sixth Form

NOMINATION FORM for the election of parent governors

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

Name:

_____

Address:

_____

Signature of person nominated: _____

Signature of proposer (if different to nominee): _____

Name and address in BLOCK letters of proposer (if different to nominee):

_____

Child's name and class:

_____

Please complete your personal statement on the reverse of this nomination form.

There is no limit on the length of this statement, however, we encourage candidates to read the nomination letter carefully, to be succinct when setting out the skills, experience and attributes that they can bring to the governing board to support their nomination.

Your personal statement will be provided to each person who is eligible to vote.

Completed nomination forms must be returned to the school by Wednesday 25th November.

Personal Statement

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 the School Governance (Constitution) (England) Regulations 2012.

Signature

(Date)