

Tuesday 9th September 2025

Dear Parents/ Carers,

Re: Local Governing Body Parent Governor Opportunity

We currently have a vacancy for a parent representative and are seeking nominations for an enthusiastic and committed parent or carer to join the local governing body (LGB) at Niels Academy.

The Local Governing Body for Niels Academy has an oversight role; they monitor, review and communicate the development of the academy and report to the Trust Board. The Trust Board appoint the Local Governing Body who act as a committee to the Trust.

The function of the LGB includes:

- Building an understanding of how the school is led and managed to support future developments
- Engaging with stakeholders
- Being a point of consultation and representation

There are no particular qualifications required for the role but we would welcome a parent who is able to work collaboratively and objectively. This means acting as a critical friend to the school providing support and challenge to help us continually improve with the best interests of all children and the school community in mind.

The detailed activity of the Local Governing Body is to:

- Effectively monitor the implementation of the Trust and academy's strategic development plans for the academy
- Champion the vision, ethos and strategy of the Trust, through maintaining a clear and explicit vision for the future for the academy.
- Provide the necessary information to the Trust Board with regards to operation and performance of the academy.
- Monitor and review the academy progress against agreed strategic goals in accordance with academy progress, including at key growth stages or if performance of the academy drops.
- Effectively communicate with relevant stakeholders.
- Monitor school staff and LGB training to ensure it is linked to the development priorities.
- Monitor the progress and attainment of all pupil groups, always ensuring there are effective measures in place to diminish any gaps.
- Have an effective oversight of the performance of all employees at the academy.
- Ensure that statutory requirements are met.
- Support business and financial planning making sure money is well spent.

The term of office for all governors is **four** years.

At Niels Academy we always aim for positive and purposeful partnerships with parents, which undoubtedly bring important benefits to the pupils. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor. The local governing body's main tasks are to support the school and the trust, ensure that all pupils receive a high-quality education and plan for future development and improvement in accordance with the vision of the Trust Board.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the Local Governing Body is aware of the views of parents and the local community. We are confident that there are parents prepared to volunteer to take on this key role and give their time and commitment to help us continue to develop and improve the school's performance.

Governors currently meet as an LGB **four** times a year and meetings usually start at **5.30pm** and are finished around **6.30pm**. All meetings are held at the school. If needed, additional meetings will be planned with, unless there are extraordinary circumstances, seven days' notice given. All governors are encouraged to support developments in specific remit areas linked to their skills and experience or they have a particular interest in. We offer new governors a comprehensive and supportive induction.

Governors are occasionally required to visit the school during the day for support visits and are encouraged to support school events, where possible.

If you are interested in becoming a governor, self-nomination is acceptable – see attached form, which will need to be submitted to the **school office by 3.20pm on Monday 15th September 2025**.

When nominating yourself or someone else for the role of parent governor, you are nominating the person you believe has the skills and commitment to undertake the role. You are also nominating someone you trust to represent the views of parents when working with other governors and the principal, to promote high standards and strategically develop the school. The parent governor's role is not to represent individual parents' views or to report back directly to parents.

Should you have any questions about the role please do not hesitate to contact me; via the office: office@nielsdsgnat.org.uk

If there are more nominations than vacancies, an election will be held, and all parents will be sent a voting paper.

Yours sincerely,



Diane Mahon
Principal

Great Heights Trust vision and aims:

Great Heights Academy Trust always strives to provide an inspirational, positive and welcoming teaching and learning environment where there is a sense of pride and fun and where everyone works together with confidence, enthusiasm and mutual respect.

Great Heights Academy Trust aims to nurture academic, personal, spiritual and social development in a caring and professional manner so that all achieve their full potential, and all can reach great heights.

Great Heights Academy Trust – core principles:

- GREAT teaching and learning opportunities for all within the partnership
- REAL life opportunities to develop an understanding of the wider world
- ENTHUSE a love of learning and mutual respect
- ACADEMIC development to nurture potential of all
- THOROUGH accountability

Parent Local Governor Nomination form

Please complete section one for self-nomination and refer to the information on the reverse of this form to make yourself aware of the circumstances that a person may not be permitted to stand for the role of school governor. If you are nominating someone other than yourself, please complete section two of this form, reviewing the reverse of this page to ensure that the individual in mind is suitable for the position

Section one – self nomination

I wish to nominate myself for the role of parent governor at Nields Academy. I have read the information on disqualification and confirm that I am eligible to stand for election.	
Name:	
Email address:	
Child's name:	
Child's class:	
Signature:	

Section two – nominating someone else

I wish to nominate another parent for the role of parent governor at Nields Academy. I confirm that I have informed the parent of my intention to nominate them, and they are willing to be nominated for election.	
Nominee's details	
Name:	
Email address:	
Child's name:	
Child's class:	
Signature:	
Person being nominated	
Name:	
Email address:	
Name of child:	
Child's class:	
Signature:	I have read the information on disqualification and confirm I am eligible to stand for election.

Please return your nomination form to the **school office at Nields Academy** no later than **3.20pm on 15th September 2025**. The returning officer for this election is Diane Mahon. Once we have received your form you will be sent a more detailed application form to complete which will be passed to our Trust Board for approval. If approved you will either be offered the position or if there are more nominations than vacancies, an election will be held, and all parents will be sent a voting paper.

Disqualification from holding or continuing to hold office as a governor of a school

[The School Governance \(Constitution\) \(England\) Regulations \(2012\) Schedule 4](#) states that a person is disqualified from holding or continuing to hold office as a governor of a school if, in summary, that person:

- Is under 18 years of age.
- Is a registered pupil of the school.
- Is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief order; an interim debt relief 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.
- 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.

A person is disqualified from election or appointment as a parent governor of a school if the person—

- (a) is an elected member of the local authority; or
- (b) is paid to work at the school for more than 500 hours in any twelve consecutive months.