Form PG1

Monday 12th October 2026

Dear Parent or Guardian

ELECTION OF PARENT GOVERNORS

I am writing to tell you that there are vacancies for two Parent Governors on the Local Governing Body of Beechcroft Infants School and to invite parents (this includes anyone with parental responsibility for a pupil registered at the school), guardians or foster-parents who would like to be appointed to put their names forward.

Parent Governors are elected by and from the parents, guardians and foster parents of registered pupils at the school, for a four year term. Parent Governors share equally with other governors the responsibility for carrying out the Local Governing Body's legal responsibilities. The position of school governors has always been an important one that is vital to the effective running of the school and is a means of giving worthwhile service to the community.

If you wish to stand for election as a Parent Governor, it is necessary for you to be proposed by a parent, guardian or foster carer of a pupil registered at the school and to be seconded by another parent, guardian or foster carer of a pupil registered at the school. The proposer and seconder should indicate their support for you by signing the attached nomination form (Form PG2). All nominations should be returned to me via the school by **Monday 2nd November 2026.** Please also include some detail about yourself and why you would like to become a governor (see Form PG1B, copies are available in the office) to support your nomination. This will be used if there is a need for an election by secret ballot. This will only take place if there are more nominations than there are vacancies.

There are some circumstances that disqualify an individual from serving as a school governor and these are listed on the accompanying PG1A form. Please ensure that you read through these. If you require any further information about the role of a Parent Governor or have any questions regarding the election process, please email: **elegg@governors.bluekitetrust.org**

Yours sincerely

Emma Legg
Governance Professional

Form PG1A

DISQUALIFICATIONS

from serving as a governor as per Articles of Association (article 68 - 79)

All governors are subject to the following disqualifications which prevent them from holding or continuing to hold office. They are disqualified if any of the following apply:

- A governor must be aged 18 or over at the date of election or appointment. No current pupil of any of the Academies shall be a governor.
- A governor shall cease to hold office if they become incapable by reason of illness or injury of managing or administering their own affairs.
- A governor shall cease to hold office if they are absent without the permission of the governor from all their meetings held within a period of six months and the governor resolve that the governor's office be vacated.
- A person shall be disqualified from holding or continuing to hold office as a governor if:
    - they have been declared bankrupt and/or their estate has been seized from their possession for the benefit of their creditors and the declaration or seizure has not been discharged, annulled or reduced; or they are the subject of a bankruptcy restrictions order or an interim order.
- A person shall be disqualified from holding or continuing to hold office as a governor at any time when they are subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
- A governor shall cease to hold office if they cease to be a governor by virtue of any provision in the Companies Act 2006 or is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).
- A person shall be disqualified from holding or continuing to hold office as a governor if they have been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which they were responsible or to which they were privy, or which their conduct contributed to or facilitated.
- A person shall be disqualified from holding or continuing to hold office as a director or a member of a Local Governing Body if they have not given the undertaking required by Article 103. Which is to uphold the Company Objects.
- A person shall be disqualified from holding or continuing to hold office as a governor where they have, at any time, been convicted of a Serious Criminal Offence.
- After the first Academy has opened, a person shall be disqualified from holding or continuing to hold office as a governor if that person does not provide the Chair with a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997 or if such a certificate discloses information which the Chair considers would make that person unsuitable for their role. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Secretary of State to determine the matter. The determination of the Secretary of State shall be final.
- A person shall be disqualified from holding or continuing to hold office as a governor if that person:
    - refuses to consent to any checks required by the Secretary of State under the provisions of the Funding Agreement, the Education (Independent School Standards) Regulations 2014 or otherwise; or
    - is found to be unsuitable to be a Director by the Secretary of State under the provisions of the Funding Agreement or the Education (Independent School Standards) Regulations 2014.
- Where, by virtue of these Articles, a person becomes disqualified from holding or continuing to hold office as a governor; and they are, or is proposed, to become such a governor, they shall upon becoming so disqualified

give written notice of that fact to the Governance Professional.

Form PG2

SCHOOL: _____

NOMINEE: I, (names in full) _____

of (address, including postcode) _____

_____

Telephone Number: _____

Email Address: _____

would be prepared to stand as a candidate in the election for Parent Governors to serve on the Local Governing Body of the above named school. I have noted the disqualifications, which accompanied this form, none of which apply to me. I am a parent/guardian/Foster Carer of the following pupil(s) who are registered at the school:

Name/s: _____

Class/Form/Tutor Group: _____

Signed: _____ Date: _____

PROPOSED BY: (full name) _____

Parent/Guardian of: (name(s) of pupil(s)) _____

Class/Form/Tutor Group _____

Signed: _____ Date: _____

SECONDED BY: (full name) _____

Parent/Guardian of: (name(s) of pupil(s)) _____

Class/Form/Tutor Group _____

Signed: _____ Date: _____

This form should be returned to the Governance Professional via the school office by Monday 26th October 2026.

Your details will be given to other parties where it is necessary to comply with statutory duty or where the Local Governing Body have entered into a contractual agreement for support to be provided to individuals involved with the LGB. Full details are in the Schools Privacy notice for Member, Trustees, Governors and

Governance Professionals which can be found on the Blue Kite Academy Trust Website: https://bluekitetrust.org.uk/governance/.

Form PG1B

PARENT GOVERNOR PERSONAL PROFILE

Please include some detail about yourself and why you would like to become a Parent Governor (no more than five hundred words) to support your nomination. This will be used if there is a need for an election by secret ballot. This will only take place if there are more nominations than there are vacancies.