

**Monday 15<sup>th</sup> September 2025**

Dear Parent (s)/carer(s),

I am writing to inform you of 2 vacancies for the role of parent governor on our Academy Committee. One of these vacancies will begin once this process ends. The other vacancy will begin on 1<sup>st</sup> November as we currently have a parent governor in place until his term of office ends. The Academy of Coningsby St Michaels & Holy Trinity are dedicated to ensuring a safe, happy and effective learning experience for all our pupils.

### **The role of the Academy Committee**

The school's Academy Committee is responsible for providing confident and strategic leadership, and support and challenge to leaders for the school's educational performance. The board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils. We take an active interest in the general development and well-being of our pupils and our staff and take the lead in the ethos and vision of the school. We meet four times a year as a full academy committee and also as members of working portfolios.

### **The role of a parent governor**

As a parent governor, you'll work with the Academy Committee to make sure it effectively carries out the duties referred to above. You'll also play a vital role in bringing a parental perspective to the Academy Committee, but you're not there to speak 'on behalf' of the parent body.

Life as a member is interesting and varied and we feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance. There are approximately four evening meetings per year plus occasional school visits during the day. Time to attend daytime visits is often given by employers.

To be a parent governor you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to make sure the Academy Committee delivers effective governance

The Academy Committee is keen for candidates to have skills in the following:

- Marketing and developing a greater presence for the school in the community.
- Awareness of the school curriculum
- Awareness of health and safety and finance.
- SEND

Training and support will be available to help you develop into the role. This will include in-house mentoring and support as well as access to external governor training. The term of office for parent members is 4 years.

### **Expectations of governors**

In undertaking the role of governor, it is important that you are able to:

- Attend meetings
- Maintain confidentiality
- Commit to training
- Visit the school

---

#### **LINCOLN ANGLICAN ACADEMY TRUST**

Ruskington Chestnut Street C of E Academy | Chestnut Street | Ruskington | NG34 9DL  
Telephone 01526 888482 | Email enquiries@laat.co.uk | Web www.thelaat.co.uk

The Lincoln Anglican Academy Trust Ltd is a registered company in England and Wales No 8737412



**Excellence, Exploration and Encouragement powered by Equity**

## How to apply

If you're interested in applying for the role, please complete the candidate form attached to this letter and return to Hannah Creasey, Clerk to Governors at [hannah.creasey@laat.co.uk](mailto:hannah.creasey@laat.co.uk) or return the form to the school office addressed to the clerk by **Thursday 2<sup>nd</sup> October**. If we receive more applications than there are vacancies, a secret ballot will be carried out. We will inform you closer to the time if we have to do this. Please note, that if this goes to a ballot, your candidate statement will be published as part of the election process.

Applications must be from parents or carers with children at the school. Parents/carers who have paid employment in the school for 500 hours per academic year or more or who are elected members of the Local Authority are not eligible to apply for this position. Further information will be given to applicants that will summarise the disqualification criteria to serve as a governor. Anyone applying for the position must certify that he/she is not disqualified for any reason.

For further information about the rewarding role please get in touch with Mrs Liley who will be happy to help with an informal discussion.

Yours sincerely,

Hannah Creasey

Clerk to the Academy Committee

---

### LINCOLN ANGLICAN ACADEMY TRUST

Ruskington Chestnut Street C of E Academy | Chestnut Street | Ruskington | NG34 9DL  
Telephone 01526 888482 | Email [enquiries@laat.co.uk](mailto:enquiries@laat.co.uk) | Web [www.thelaat.co.uk](http://www.thelaat.co.uk)

The Lincoln Anglican Academy Trust Ltd is a registered company in England and Wales No 8737412



Excellence, Exploration and Encouragement powered by Equity

# PERSONAL DETAILS AND ELIGIBILITY

PERSONAL DETAILS	
Candidate name:	
Candidate address and email:	
Candidate statement:	<p>You may wish to make reference to the following:</p> <ul style="list-style-type: none"><li>• The skills and experience you have that the Academy Committee requires</li><li>• Your commitment to undertaking training to acquire or develop the skills needed to be an effective governor</li><li>• If applicable, details of your contribution to the work of the Academy Committee during their previous term of office</li><li>• How you plan to contribute to the future work of the board</li></ul>

Have you lived or work outside the UK during your adult life?	Yes / No
If yes, please provide details here:	

Would you be interested in beginning the role:                      Straight away                      1<sup>st</sup> November (please circle)

I confirm that I am a parent or carer of a registered pupil at the school/at one of the schools in the academy trust.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## ELIGIBILITY CRITERIA TO SERVE AS A SCHOOL GOVERNOR

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 anybody;
- 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

---

### LINCOLN ANGLICAN ACADEMY TRUST

Ruskington Chestnut Street C of E Academy | Chestnut Street | Ruskington | NG34 9DL  
Telephone 01526 888482 | Email enquiries@laat.co.uk | Web www.thelaat.co.uk

The Lincoln Anglican Academy Trust Ltd is a registered company in England and Wales No 8737412



- has been disqualified from holding office as a governor of this federation due to failure to attend governing body meetings for a continuous period of six months
- has been removed as a governor at a school under Regulation 25 of the School Governance (Constitution and Federations) (England) (Amendment) Regulations 2017 within the last 5 years

**(For further clarification or advice on eligibility, please contact your Headteacher)**