3rd November 2026

Dear Parent/Carer

Parent Vacancies to Local Governing Committee

KINGFISHER CofE ACADEMY

I am writing to inform you that there is **1 x parent vacancy** on the Local Governing Committee LGC of Kingfisher CofE Academy and we would like to invite parents, carers or foster-parents who would be interested to put their names forward.

Parent LGC Governors are elected by and from the parents, carers and foster parents of registered pupils at the school, for a 4-year term. Parent LGC Governors share equally with other governors of the Local Governing Committee the responsibility for carrying out their legal responsibilities delegated to them by the Trust. The position 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.

Kingfisher LGC meetings are termly on a Wednesday evening 1730 – 1930 in person (and via Teams if necessary).

LGC Governors bring a wide experience of the outside world, an independent view, a focus on development and improvement, accountability to the community for the use of resources and teaching and learning standards. In return, you gain the satisfaction of giving something back to the school community, a sense of purpose and achievement and new skills. You will need to work as a member of the board (not as an individual) in the best interests of the school, show an interest in school activities, become well-informed about education and become familiar with the rules of governance. Training for the role is provided to keep governance knowledge up to date.

We ask that LGC Governors are able to give the school their time (average of six hours a month), a willingness to learn, a listening ear and enquiring mind, the ability to assimilate information, make judgements and decisions and the ability to work as part of a team.

If you wish to stand for election as a Parent LGC Member, it is necessary to be proposed by a parent, guardian or foster carer of a pupil registered at the school and to be seconded by another parent, carer or foster carer of a pupil registered at the school. The proposer and seconder should indicate their support for you by signing the enclosed nomination form. All nominations should be returned to via email by **Friday 27th November 2026.**

Please also include some detail about yourself (*Expression of Interest - Form 3 below*) including why you would like to become a LGC Member (no more than two hundred words) to support your nomination. This will be used if there is a need for an election by secret ballot and will be circulated to all parents and carers to facilitate a vote. This will only take place if there are more nominations than there are vacancies.
There are circumstances that disqualify an individual from serving on the governance team and these are listed below in the disqualification section, which you should read and sign.

Yours sincerely

S Connolly
Senior LGC Governance Officer

Forms below: Please return to S Connolly, connollys@theparkacademiestrust.com by **FRIDAY 27th NOVEMBER 2026.**

1. Disqualification form – Read to ensure compliance, sign & return
2. Nomination form – Complete, have signed & return
3. Expression of Interest form – Complete and return

Parent Governor Testimonial

'I became a school LGC governor because schools need parental input as much as parents need schools to educate their children. I very much see a school parent partnership when it comes to giving our children the very best start in life.

As an LGC governor, I can challenge leaders and give feedback on school initiatives - often before they actually happen. For me it's a real privilege to be in this position, seeing behind the scenes at school, helping the school and its leadership to address challenges. There is also a very real responsibility as a governor to ensure the school is held accountable. Training has been provided and there is great support amongst the governors so it has never felt like a step too far.

To anyone who believes in the school parent partnership I would urge you to think about volunteering to be a governor - it offers you a great opportunity to challenge yourself in a new area and is hugely rewarding.'

FORM 1 - Disqualifications from serving as a Trustee / Local Governing Committee Governor as per The Park Academies Trust Articles of Association

68. A Director must be aged 18 or over at the date of election or appointment. No current pupil of any of the Academies shall be a Director.

69. A Director shall cease to hold office if they become incapable by reason of illness or injury of managing or administering their own affairs.

70. A Director shall cease to hold office if they are absent without the permission of the Directors from all their meetings held within a period of six months and the Directors resolve that the Director's office be vacated.

71. A person shall be disqualified from holding or continuing to hold office as a Director if: (a) 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 (b) they are the subject of a bankruptcy restrictions order or an interim order.

72. A person shall be disqualified from holding or continuing to hold office as a Director 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).

73. A Director shall cease to hold office if they cease to be a Director 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).

74. A person shall be disqualified from holding or continuing to hold office as a Director 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.

75. 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 45A (or Article 103) as applicable.

76 Not used. 77. A person shall be disqualified from holding or continuing to hold office as a Director where they have, at any time, been convicted of a Serious Criminal Offence.

78. After the first Academy has opened, a person shall be disqualified from holding or continuing to hold office as a Director 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.

78A. A person (including the Chair) shall be disqualified from holding or continuing to hold office as a Director if that person: (a) 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 (b) 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.

79. Where, by virtue of these Articles, a person becomes disqualified from holding, or continuing to hold office as a Director; and they are, or is proposed, to become such a Director, they shall upon becoming so disqualified give written notice of that fact to the Governance Professional.

Disqualification of those on committees including Local Governing Body

80. Articles 68 to 75, Articles 77 to 79 and Articles 97 to 98B also apply to any member of any committee of the Directors, including a Local Governing Body, who is not a Director.

I have noted the disqualifications, none of which apply to me.

Signed:

Print Name:

Date:

FORM 2 - Nomination Form – PLEASE USE CAPITALS

SCHOOL: _____

NOMINEE: I, (names & title in full) _____

of (address, including postcode) _____

_____

Telephone Number: _____

Email Address: _____

Date of birth: _____

would be prepared to stand as a candidate in the election for Parent LGC/TIB Member(s) to serve on the Local Governing Committee of the above-named school. I have noted the disqualifications, 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: _____

Date of Birth: _____ Class/Form/Tutor Group: _____

Signed: _____ Date: _____

PROPOSED BY: (full name capitals) _____

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

Class/Form/Tutor Group _____

Signed: _____ Date: _____

SECONDED BY: (full name capitals) _____

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

Class/Form/Tutor Group _____

Signed: _____ *Date*: _____

FORM 3: Expression of Interest

TPAT is committed to safeguarding and promoting the welfare of children. All LGC governors will be subject to an enhanced DBS check prior to appointment.

Expression of interest in being a Local Governing Committee Governor

Informal meetings are held with suitable candidates to discuss the role further and to answer any questions before formal proposal for appointment at the next Trustee meeting.

<table>
<tr><td>Title:</td><td>Full name:</td></tr>
<tr><td>Any previous names:</td><td>Occupation:</td></tr>
<tr><td>Home address (including post code)</td><td rowspan="3">Work address: (where appropriate please include company name and post code. This is for information only; we will not contact your employer)</td></tr>
<tr><td>Date of birth:</td></tr>
<tr><td>Email address:</td></tr>
<tr><td>Home telephone number:</td><td>Mobile telephone number:</td></tr>
</table>

<table>
<tr><td>Current Governorships or Trustee positions</td><td>Safer Recruitment Responsibilities:

As part of our responsibilities to the safeguarding of children. Please provide the name, address, email and telephone number of two people we can approach to act as referees. One must be known to you in a professional capacity and has company contact details as laid out above.</td></tr>
<tr><td>Previous Governorship or Trustee positions</td><td>Referee 1:

Referee 2:</td></tr>
</table>

DBS: do you have an existing enhanced DBS registered with the update service. If yes, please provide details from the enhanced DBS document.	YES:
TIME SPENT OVERSEAS: In the last 10 years have you spent any periods of 2 months or more overseas? If yes, please give details. You may be required to obtain a Certificate of Good Conduct for time spent overseas.	APPLICABLE
Please tell us about what excites you about the opportunity of being a member of the Local Governing Committee and what you think you can offer to support school improvement journey.	

Signature:

Date: