



## Penistone Grammar School

Never Stop Flying

**Principal: Mr P Crook (B.Ed Hons)**  
Huddersfield Road, Penistone, Sheffield, S36 7BX  
www.penistone-gs.uk  
t: 01226 762114  
f: 01226 370328  
e: enquiries@penistone-gs.uk



Achieving Excellence through a Values Driven Education

Our Ref: SAB/YAS

Date: 20 June 2023

Dear Parent/Carer

### PARENT GOVERNOR OPPORTUNITY ON THE GOVERNING BODY

We have an exciting opportunity for a parent to join our Governing Body, we are looking for committed individuals with a willingness to learn. The Governing Body is committed to equal opportunities, and we are keen to ensure that it is diverse and inclusive, with representation that can offer a wide range of opinions, experience, perspectives and beliefs.

We are able to grow and learn better together with a diverse governing body. We are particularly focussed on making sure that governors under 40 years, and those working in the private sector are fairly represented on the governing body, although we of course welcome applications from anyone interested. In addition, if there are any barriers in you applying to be a governor at the school, please do get in touch to establish if we are able to support you with them.

If you would like to nominate yourself for the position of parent governor, or nominate another parent, you can do this by either following the below link or using the QR code.

Nomination close at **9am on Tuesday 4<sup>th</sup> July 2023.**

[Parent Governor Nomination Link](#)



Along with this letter there are key documents:

1. A recruitment pack with further details about Penistone Grammar School Governing Body.
2. Disqualifications summary

### Further key information about the role of a Parent Governor is below:

- The role of a Governor is strategic, rather than operational and a key requirement of a Governor is to provide first class support and challenge.
- Governor's support and challenge the school's leadership team to drive improvement, set aims and objectives and agree, monitor and review policies, targets and priorities.
- Parent Governors are eligible to serve up to 4 years.
- The Governing Body meets **6** times a year on a Monday evening.
- You will also be required to support and challenge in one or two link responsibility areas throughout the school year, including one termly meeting with the member of Senior Leadership Team responsible. This includes engaging with students and parents (more information about this and current vacancies are in the attached document although it is not essential you have expertise in these areas).
- Governors must **promote the best interests of all children at the school** and have a duty to maintain good relations with and be available to the other parents. Parent governors should not use Governor Meetings to raise issues affecting their own child at the expense of others.

### What qualifications are needed?

- To be an elected parent governor you must have a child who is a registered pupil in the school at the time you become a governor.

- Anyone who wishes to serve as a Parent Governor has to be proposed and seconded by parents of registered pupils at the school.
- If the number of parents nominated is equal to the number of vacancies, you are appointed to the Governing Body automatically.
- You will be required to undertake a check through the Criminal Records Bureau.
- If the number of nominations exceeds the number of vacancies, a secret ballot of parents will be held to elect the parent governor. You are requested to provide a brief statement in support of your nomination. The statement will help parents to decide who they wish to be a parent governor.

**How are Governors supported?**

- The attached pack outlines how Governors are supported especially new Governors, but you can expect to have a mentor in your first year and training opportunities will also be available throughout your term.

**Where can I get more information?**

If you would like to find out more, or need clarification on any matter, you may ask the Principal or the Chair of the Governing Body via the Clerk to the Governors, Sam Abel via email at [sabel@penistone-gs.uk](mailto:sabel@penistone-gs.uk).

Yours sincerely



Yvonne Asquith  
**Chair of the Governing Body**





## Qualifications/Disqualifications from being a Governor

The School Governance (Constitution) (England) Regulations 2012 (as amended) state the conditions under which an individual is disqualified from being a governor of a **maintained school**.

Under Schedule 4 of the regulations, a person is disqualified from holding or continuing to hold office as a governor in a maintained 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 Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- Has been removed from the 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 or 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 or 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 or election or since appointment or election as a governor.
- Refuses a request by the clerk to make an application to the DBS for a criminal records certificate.<sup>[1]</sup>

An individual would be disqualified from being a governor at the school they currently hold office at if they:

- Have, without the consent of the governing board, failed to attend their meetings for a continuous period of six months beginning with the date of the first such meeting the governor fails to attend. A foundation, LA, co-opted or partnership governor who is disqualified on these grounds is not qualified for election, nomination or appointment as a governor of any category at that school for 12 months starting on the date on which they are so disqualified. (SI 2012/1034, Schedule 4)



In addition to the criteria stated above:

- A person is also disqualified from election or appointment as a parent governor of a school if the person is an elected member of the LA or is paid to work at the school for more than 500 hours in any 12 consecutive months.
- A parent governor is **not** disqualified from continuing to hold office if they cease to be a parent of a registered pupil at the school.
- A person is disqualified from appointment as an LA governor if the person is eligible to be a staff governor of the school.
- A person is disqualified from nomination or appointment as a partnership governor if the person is a parent of a registered pupil at the school, is eligible to be a staff governor, is an elected member of the LA or is employed by the LA in connection with their education functions.
- Upon ceasing to work at the school, a staff governor is disqualified from continuing to hold office as such a governor. (SI 2012/1034, Schedule 4)

[1] The School Governance (Constitution) (England) Regulations 2012, SI 2012/1034, Schedule 4



Becoming a Governor at  
**PENISTONE**  
**GRAMMAR SCHOOL**

#Neverstopflying



## **A Welcome from our Principal**

Penistone Grammar School is thriving. With first class teaching, a 'values driven' approach to learning and a strong school community, Penistone Grammar School provides an excellent educational experience for students from year 7 through to year 13.

Everything we do is driven by our core values (Aim High; Be Determined; Be Brave; Be Supportive; Be Proud) and is underpinned by honesty, integrity and respect.

We believe the potential our students hold in terms of their personal achievement is limitless and our aim is to empower them so that they can go forward, prepared for whatever challenges they may face with absolute confidence, knowing they have the skills and qualities needed to succeed.



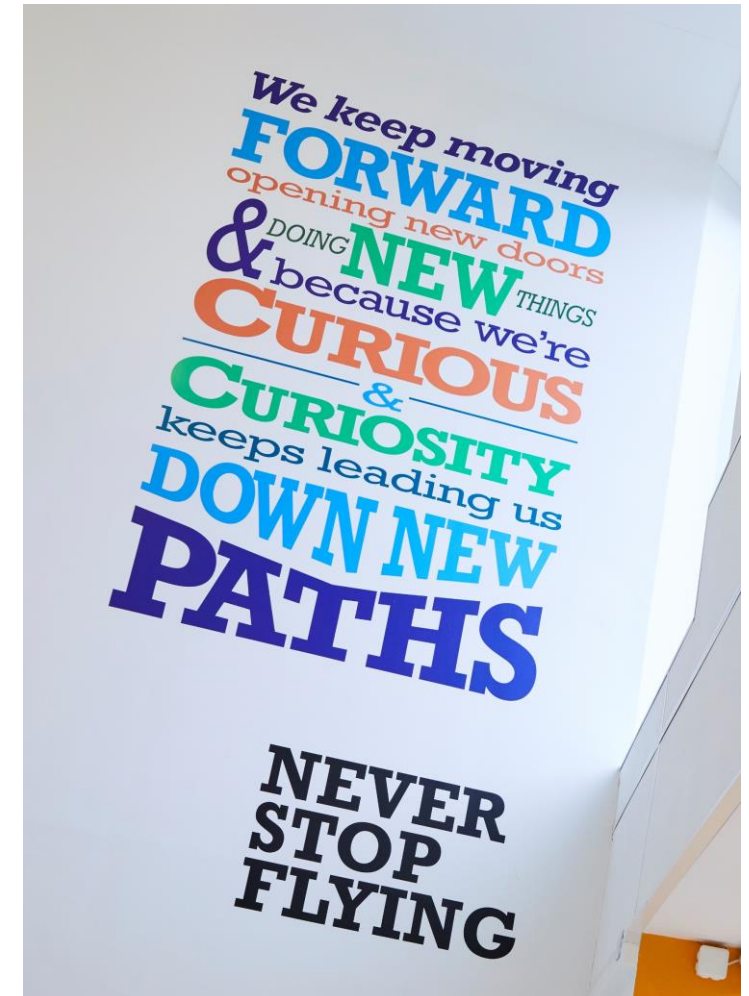


## Becoming a Governor

Being a Governor is an important role within the school. You will be helping to ensure the school is running effectively, and have a positive impact on student outcomes. The Governing Body must operate collectively, in the best interests of the students, and not as a collection of individuals.

The Governing Body has the following core, strategic functions:

- Establishing **strategic direction**
- Ensuring **accountability**
- Ensuring the schools **money is spent well**







enquiries@penistone-gs.uk



The Governing Body meets 6 times a year on a Monday evening, once per half term.

You will be expected to support and challenge the schools leadership team in Governors meetings and in link responsibility areas/subjects throughout the school year.

Being a Governor will enable you to experience, first-hand, the impact you can make to improving the education of the students at Penistone Grammar School.



## Values Driven Expectations

At Penistone Grammar School, we are committed to Values Driven Education. This means we all live by our Five Core Values:

- Aim High
- Be Determined
- Be Brave
- Be Supportive
- Be Proud

Our values fully embody British Values, which are central to all we do. These values completely align with our commitment to treating others with honesty, integrity and respect. Above all, we are a highly supportive community.





## Types of Governors

### Co-opted Governor

A Co-opted Governor is appointed by the Governing Body. This is an individual who has the skills and experience which the governing body require.

### Parent Governor

A parent governor is elected by parents/carers of students at Penistone Grammar School. governors must promote the best interests of all children at the school.

### Staff Governor

Staff Governors are elected by members of staff at Penistone Grammar School.

### LA Governor

An LA Governor is nominated by the Local Authority, and appointed by the Governing Body



## Who Can Be A Governor?

- Governors need a strong commitment to the role.
- Inquisitiveness to question and analyse and willingness to learn.
- Good interpersonal skills are required along with appropriate levels of literacy in English and sufficient numeracy skills to understand basic data.
- All Governors are subject to an enhanced DBS check, as part of our Safeguarding protocols.
- We will seek to recruit Governors with specific areas of skills and expertise to not only support and challenge the school and bring improvement, but also to close any skills gaps identified and required for a particular link role subject/area.







## Link Responsibility Area requirements

- Each Governor at Penistone Grammar School has a Link Governor role in a particular area of school life such as safeguarding, careers, curriculum, special educational needs and disabilities and others.
- The role requires the Governor to make pre-arranged termly visits to the school, to support the member of staff who is responsible for the particular area/subject and challenge in that area throughout the academic year, reporting to the Governing Body on key challenges and best practice.
- The role can including engaging with students and parents through student and parent voice about their experience in that particular area.



## Expectations

You can expect:

- To be offered training opportunities
- To have a mentor during your first year as a Governor
- To have a better understanding of how Penistone Grammar School works
- To work, and be part of a team, making the best decisions for PGS staff and students



What we expect:

- To attend at least 75% as a minimum, of all Governing body meetings (5 out of 6 meetings)
- To attend specific training to enhance your own personal, governor, development
- To show commitment and challenge to the school and be fully prepared for Governor meetings, reading all papers to be able to fully support and challenge the school during Governor meetings
- To show loyalty and support to the school
- To attend termly meetings with your Link SLT lead, and produce a Link Governor Report of findings
- To be mindful of our responsibility to maintain and develop the ethos and reputation of our school
- To act fairly and without prejudice



## Current Lead Governors

Name	Position	Link Area 1	Link Area 2
Yvonne Asquith	Chair of Governors	SEND	Careers
Jodie Morris	Vice Chair	Finance	Safeguarding
Katherine Fergusson	LA Governor	Governor Training and Development	Welbeing and Inclusion
Visseh Pejhan Sykes	Co-opted Governor	HR	Website
Andy Smeaton	Co-opted Governor	Curriculum, Quality and Data	Pupil Premium and Disadvantaged
David O'Hara	Co-opted Governor	Acadamisation and Legal	Health and Safety Monitoring
Rhiannon Fearn	Parent Governor	Transition	
Qamar Khan	Co-opted Governor	Enrichment	
Natalie Dodds	Parent Governor	Post 16	





enquiries@penistone-gs.uk

## **Current Vacancies**

We are currently recruiting for a Parent Governor. We are particularly focussed on making sure that governors under 40 years, and those working in the private sector are fairly represented on the governing body, although we of course welcome applications from anyone interested.



## Further Information

If you are interested in becoming a PGS Governor, or want to find out more, including what roles are currently vacant, please write to the Chair of Governors, via Sam Abel [sam.abel@penistone-gs.uk](mailto:sam.abel@penistone-gs.uk)

