



21 November 2022

Dear Parent/Carer

### **Nominations for Parent/Carer Members of the Academy Council**

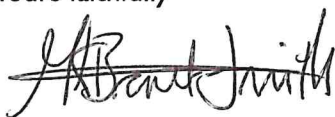
The Academy is seeking nominations for Parent/Carer Members (governors) to sit on the Academy Council of Outwood Academy Riverside. If you would like to put yourself forward for this position you will need to complete the attached nomination form and return it to Mrs McNeill at the Academy no later than Friday 2 December 2022 or via email ([a.mcneill@riverside.outwood.com](mailto:a.mcneill@riverside.outwood.com)). The successful candidate will undergo an induction process to help them understand and fulfil their role.

If on the closure for nominations there is more than one nominee, then an election will be held. Details of the election will be forwarded to all parents/legal guardians/carers by text and also placed on the Academy's website. Voting papers will be distributed to all parents/legal guardians/carers entitled to vote if this is required.

The Academy Council is a sub-committee of the main Outwood Grange Academies Trust Board and we meet every half term for approx. two hours. We are currently meeting in person but governors are welcome to join the meetings via GoogleMeet if they prefer. Any papers or reports are circulated beforehand and governors are expected to read these (1-2 hours) and come to the meeting with any questions they may have to ensure we are providing support and challenge to the school leadership team. Governors are also expected to visit school at least annually to observe and report back on an area of school improvement. As you would expect, there is mandatory training on Child Protection and Safeguarding issues every year. This is done online, in your own time (3-4 hours).

If you have any queries regarding the election process or the role of a Parent/Carer Member of the Academy Council, please do not hesitate to contact the Clerk of the Academy Council, Angela McNeill ([a.mcneill@riverside.outwood.com](mailto:a.mcneill@riverside.outwood.com)).

Yours faithfully



Mrs M Brant-Smith  
Principal

## ACADEMY COUNCIL PRE-APPOINTMENT DECLARATION FORM

### PLEASE WRITE CLEARLY AND USE BLOCK CAPITALS

Title: \_\_\_\_\_ Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Former Name: \_\_\_\_\_  
Date of Birth: \_\_\_/\_\_\_/\_\_\_ Tel:(Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

An Academy Council Member must be aged 18 or over at the time of their election or appointment and cannot be a registered student at the Academy. A person cannot hold more than one membership at the same Academy.

A person is disqualified from holding or from continuing to hold office as a Member or associate member if he or she:

- is detained under the Mental Health Act 1983 during his or her period of office;
- fails to attend the Local Academy Council meetings – without the consent of the Local Academy Council – for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex officio Members);
- is subject to a bankruptcy restriction order or an interim order;
- has had their estate sequestrated and the sequestration order 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 Part 2 of the Companies (Northern Ireland) Order 1989
  - a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
  - an order made under Section 492(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 the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of any body;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children; including the Independent Safeguarding Authority list;
- is disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
- is disqualified from registration for childminding 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 three months (without the option of a fine) in the five years before becoming a Member or since becoming a Member;
- has received a prison sentence of two-and-a-half years or more in the 20 years before becoming a Member;
- has at any time received a prison sentence of five years or more;
- has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor;
- refuses to allow an application to the Criminal Records Bureau for a criminal records certificate.

I have read the above regulations regarding the qualifications and disqualifications and declare that I am not disqualified from serving as an Academy Council Member. I understand that my application is subject to checks.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I, Principal, have seen two forms of identity (one photographic, one address) and I can confirm the identity of the person named above.

**PLEASE WRITE CLEARLY AND USE BLOCK CAPITALS**

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

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