



29 January 2026

Dear Parent/Carer,

PARENT GOVERNOR

We currently have a vacancy for a parent governor and are seeking nominations for an enthusiastic and committed parent to join the Waverley School Local Governing Body.

The Local Governing Body, along with ourselves, is responsible for ensuring that educational standards across Waverley School are set, achieved and maintained.

We are actively seeking parents with skills and experience from any background. You do not need any special qualifications to become a parent governor as a full induction along with ongoing training is available. A parent Governor will serve for a period of four years.

The most important duty of any governor is to attend meetings of the Local Governing Body and you should be sure that you are able to commit to do this before applying.

The Local Governing Body meets six times a year and meetings usually start at 4.30pm and finish around 6.30pm. The intention is for all meetings to be held in person at the school but there is the provision to meet remotely in certain circumstances if needed and agreed. Any additional meetings will be planned with, unless there are extraordinary circumstances, seven days' notice given.

Governors are occasionally required to conduct monitoring visits at the school and are encouraged to support school and trust events, where possible.

If you have further queries or would like more information about becoming a parent governor, please contact June Moore, Executive Assistant, by email jmoore@waverley.bham.sch.uk or call 0121-566-6600. Further information about the role of a governor can also be found on the National Governance Association website - [National Governance Association](http://www.nationalgovernance.org.uk)

To be a volunteer you need to be a parent, carer (or someone who has parental responsibility) for a child at the school on the day that nominations close. When nominating yourself or someone else for the role of parent governor, you are nominating the person you believe has the skills and commitment to undertake the role. You are also nominating someone you trust to represent the views of parents and carers when working with other governors and the Principals, to promote high standards and strategically develop the school. The parent governor's role is not to represent individual parents' views or to report back directly to parents.

If you are interested in becoming a governor, self-nomination is acceptable – please see the attached nomination form, which will need to be returned to the school Reception by 12.00 noon on **Thursday 12 February 2026**. Please include a short personal statement to support your application. A separate sheet may be attached if required.

If there are more nominations than vacancies, an election will be held and all parents will be sent a voting paper.

We look forward to receiving your application.

Yours sincerely,



Mrs S. Dosanjh
Principal – Primary



Mr H. Derry
Principal – Secondary & Sixth Form

Parent Governor Nomination form

Please complete the following information if you wish to nominate yourself to become a Parent Governor. Before signing the form the nominated parent should check that they are not disqualified from becoming a school governor for any of the reasons stated below. You may include a personal statement in support of your application. This statement will be circulated to parents in the event of an election.

Please write your name and address in block letters below	
Name	Mr/Mrs/Miss/Ms/Other
Address	
Post Code	
Child's Name(s)	
Year Group	
School	

Please write your personal statement below (a separate sheet may be attached if required)

I wish to apply to become a Parent Governor. I am not disqualified for any of the reasons stated overleaf.

Signed:	Date:
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Nominated by (a parent may nominate themselves):	Date:
Signed:	

Please return this form by **Thursday 12 February at 12 noon** and place in the post box at the main Reception of Waverley School.

Eligibility and disqualifications to serve as a trustee/local governor:

Note that disqualification criteria for trustees, as detailed in articles of association, also apply to academy committees (local governing bodies) in a multi academy trust.

A person must be aged 18 or over at the date of their election or appointment. No current pupil of the academy/one of the academies in the trust shall be a trustee.

A trustee/local governor shall be disqualified from holding office or continuing to hold office if they:

- become incapable by reason of illness or injury of managing or administering their own affairs;
- are absent without the permission of the trustees from all meetings held within a period of six months, and the trustees resolve that their office be vacated;
- 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
- are the subject of a bankruptcy restrictions order or an interim order;
- are subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986; or
- are subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- cease to be a trustee by virtue of any provision in the Companies Act 2006;
- are 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); or
- are otherwise found to be unsuitable by the Secretary of State;
- 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 they, by their conduct, contributed to or facilitated;
- have, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011;
- have not provided to the chair of trustees a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997.