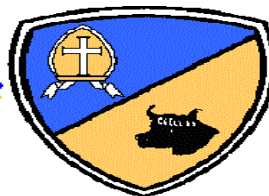


ST. LUKE'S CHURCH OF ENGLAND PRIMARY SCHOOL



Church Lane
Lowton
Warrington
WA3 2PW



01942 201140



www.saintlukes.wigan.sch.uk

Headteacher: Mr S Hardaker e-mail enquiries@admin.saintlukes.wigan.sch.uk

25 September 2025

Dear Parents and Carers,

Parent Governor Vacancy

We have a vacancy for a parent governor which we need to fill as soon as possible.

Governing bodies are the key strategic decision makers and vision setters in every school. They are a key part of the overall system for school accountability. Governing bodies have a vital role to play in driving up school and pupil performance and ensuring that resources are used well to give every child the best possible education. Further information about the role of a governor and the governing body can be found attached to this letter.

Parent Governors are welcomed as valued members of the team.

We are particularly interested in nominations from parents with a commitment to learning and time to undertake governor visits to school.

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.

Training is available for all newly appointed governors, and there is an expectation of the governing body that you will attend these induction sessions within the first year of your appointment.

Please note you will be required to undergo an enhanced criminal record check and you must not meet the disqualifying criterion that is included with this letter.

If you think you have the time, skills and expertise to join our governing board, please complete the nomination form attached and return to school by 12 noon on Thursday 9 October 2025. You can also email your nomination to enquiries@admin.saintlukes.wigan.sch.uk, please put 'Parent Governor Nomination' in the subjectline. Nominations received after this date will not be accepted.

Please provide a statement about why you would like to become a governor in no more than 300 words. The statement should include:

- Evidence of the extent to which you possess the skills and experience the governing board desires
- Your commitment to undertake training and participate in the development of the governing board.
- How you plan to contribute to the work of the governing board or if seeking re-appointment how you have contributed to governance during your term of office

If there are more nominations than vacancies, an election will be held with a closing date of 12 noon on Tuesday 21 October 2025. All parents will be sent a voting paper with your name and statement and be asked to vote.

If you have any questions or would like an informal conversation about the role of a governor, please contact me for an informal discussion.

Yours sincerely,
S Hardaker

Mr S Hardaker
Headteacher

To qualify to become a School Governor under The School Governance (Constitution) (England) Regulations 2012 you must be able to answer yes to all these statements:

1. I am not the subject of a bankruptcy restrictions order or an interim order, debt relief restrictions order, an interim debt relief restrictions order or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced;
2. I am not subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification 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, or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
3. I have not been removed from the office of charity trustee or trustee for a charity by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body;
4. I am not included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people;
5. I am not barred from any regulated activity relating to children;
6. I am not disqualified from working with children or from registering for childminding or providing day care;
7. I am not disqualified from being an independent school proprietor, teacher or employee by the Secretary of State;
8. I have not been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
9. I have not received a prison sentence of two years or more in the 20 years before becoming a governor;
10. I have not at any time received a prison sentence of five years or more;
11. I have not 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
12. I have not /will not refuse a request by the clerk to make an application to the Disclosure and Barring Service (DBS) for a criminal records certificate.