



ORCHARD MEAD ACADEMY

Orchard Mead Academy

Keyham Lane West
Leicester | LE5 1RT

t. 0116 241 3371

e. office@orchard-tmet.uk

w. www.orchard-tmet.uk

Executive Principal: Mr M Oldman

ELECTION OF PARENT COUNCILLORS - NOMINATION PROCEDURE - NOTES FOR PARENTS

Eligibility

1. You must be the parent of a registered pupil at the school.

The definition of a parent includes any person having all the rights, duties, powers and responsibilities and authority which a parent of a child has by law and therefore may include not only a child's natural parents but also others such as step-parents, relatives or partners of either natural parents or foster parents.

2. You are **NOT** eligible to be a parent academy councillor if:

- you work at the school for more than 500 hours per year;
- you are an Elected Member of [Leicester City](#) / [Leicestershire County](#) Council
- You are disqualified by the Regulations - a summary of eligibility requirements is attached with this letter

If you are in any doubt about your eligibility to be a parent councillor, please contact the Principal.

3. All academy councillor appointments are subject to a signed declaration of eligibility.

How to Stand for Election

4. If you wish to stand for election, please complete the attached form.
5. It is recommended that all candidates supply a brief personal statement about themselves for circulation to voters, should a ballot be needed.
6. Completed nomination forms must be returned to the school by the end of the school day on **10TH May**. You may post your form to the school but it must be with the Principal by this date.

ELIGIBILITY CRITERIA TO SERVE AS AN ACADEMY COUNCILLOR

An academy councillor must be aged 18 or over at the time of his/her election or appointment and cannot hold more than one academy council position at the same academy.

A person is disqualified from holding or continuing to hold office as an academy councillor if he or she:

- is subject to a bankruptcy restriction order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order;
- has had his/her estate sequestrated and the sequestration 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 the Companies Directors Disqualification (Northern Ireland) Order 2002
 - a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
 - an order made under section 429(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 an order made by the Charity Commission or Commissioners or High Court on the 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 anybody;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children;
- is disqualified from working with children or subject to a direction under section 142 of the Education Act 2002;
- is disqualified from working with children under sections 28,29, or 29A of the Criminal Justice and Court Services Act 2000;
- is disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding 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 3 months (without the option of a fine) in the 5 years before or since becoming an academy councillor;
- has received a prison sentence of 2½ years or more in the 20 years before becoming an academy councillor;
- has at any time received a prison sentence of 5 years or more;
- has been convicted under section 547 of EA 1996 (nuisance or disturbance on academy premises) or under section 85A of the Further and Higher Education Act 1992 (nuisance or disturbance on educational premise) during the 5 years prior to or since appointment or election as an academy councillor;
- is employed at the school for more than 500 hours per academic year if wishing to stand for parent councillor at the same school;
- is an elected member of the Local Authority (applies to parent councillors only);
- has refused a request by the school/Trust to make an application under section 113B of the Police Act 1997 for a criminal records certificate; or
- has been disqualified from holding office as an academy councillor of this school due to failure to attend academy council meetings for a continuous period of six months.

For further clarification or advice on eligibility, please contact the school Principal.