

APPOINTMENT OF A PARENT GOVERNOR PROCEDURE

1. Background

The statutory Instrument and Articles of Government set out the legal responsibilities, powers and duties of governing bodies. The Instrument sets out the governing body's constitution and procedures and the Articles set out the College's internal powers, duties and responsibilities.

Instrument 2 (f) requires that the Governing Body consists of:

“at least one and not more than two members who are parents of students under the age of 19 years attending the institution, who have been appointed by the Corporation.

It is therefore a mandatory requirement for the Board to have at least one parent governor.

2. Composition of the Board of Governors for Shrewsbury Colleges Group

The Board of Governors have agreed that the membership of the parent Governor category should be determined at two and that appointments should, where possible, be staggered by one year to ensure continuity of parent representation.

3. Election and Appointment of Parent Governors

Vacancies arise on expiry of the three-year term of office. However, a vacancy will occur if the parent governor resigns or does not comply with the Governors Code of Conduct or becomes ineligible to serve under Instrument 8 of the Instruments of Government or under Sections 178-180 of the Charities Act 2011, which describes the conditions under which a person shall be disqualified for being a charity trustee or trustee for a charity.

When a vacancy occurs, interested parents/guardians will be invited to apply and asked to complete the Application Form, Skills Audit form and Equality and Diversity Form. Applications will be considered by the Search and Governance Committee and applicants may be invited to the college to meet with either the Chair of the Board and/or Clerk to the Board and/or the Principal/CEO. The Search and Governance Committee will make a recommendation on the parent appointment to the Board for approval.

4. Version control

Procedure approved by Board – September 2016

Minor amendments made – August 2017

Minor amendments made – November 2023

No amendments made – January 2025