



Ysgol Bae Baglan

Headteacher Mr R. Rees
Senior Leadership Team Mr G. Williams, Mr S. Davies,
Miss N. Williams, Mrs S. Rogers, Mrs K. Willment,
Mrs R. Williams, Mr M Morgan, Mr A Davies

Seaway Parade, Port Talbot, SA12 7BL
Tel: 01639 508540

3rd November 2025

Dear Parent/Carer,

ELECTION OF PARENT GOVERNOR

I am writing to inform you there are two vacancies for Parent Governors on the school's Governing Body. Nominations are sought for the vacancies and a nomination form is enclosed.

In general, any parent of a registered pupil at the school at the time of the elections are eligible to be a Parent Governor. However, no parent may be a member of more than two Governing Bodies, and there are strict rules on eligibility (see nomination form).

Should you wish to put yourself forward for nomination, please email Emma Helling, Clerk to Governors; hellinge@hwbcymru.net The completed form should then be returned via email or in a sealed envelope marked 'Parent Governor Election' Governors, Ysgol Bae Baglan no later than: 12.00pm Monday 10th November 2025. Please note it is your responsibility to ensure that the nomination is returned.

If there are more nominations received than the number of vacancies for Parent Governors, then an election will take place. Voting papers will be sent to all parents with children at the school.

Training courses for Governors are provided free of charge by the Local Authority. Information is also circulated from time to time regarding courses arranged by outside bodies for which a fee may be payable.

Yours sincerely

R Rees
Headteacher

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
PARENT GOVERNOR: NOMINATION FORM
CANDIDATE INFORMATION FOR YSGOL BAE BAGLAN

NAME: Mr/Mrs/Miss/Ms.....

ADDRESS

.....

POST CODE **TELEPHONE**

MOBILE No:.....**EMAIL:**.....

OCCUPATION

PARENT OF..... **IN CLASS/YEAR**.....

ARE YOU A GOVERNOR AT ANY OTHER SCHOOL: YES / NO

IF YES, PLEASE STATE WHICH SCHOOL(S)

SHORT PERSONAL STATEMENT OUTLINING REASONS FOR STANDING (of no more than 150 words)

[The statement will be included on the ballot form if an election is required]

If the statement exceeds more than 150 words, only the first 150 words will be published on the ballot form (if required).

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I confirm that I am prepared to stand; that I am qualified to hold office under the criteria listed

overleaf; and that the details above are accurate.

..... (Signature)

.....(Date)

The following is a summary of the conditions which governors must meet to qualify to hold or continue in office.

A governor must:

- have a satisfactory Disclosure & Barring Service (DBS) Certificate
- be age 18 or over at the time of appointment or election
- not hold more than one governorship at the same school
- not be a governor at more than two schools
- not be bankrupt or disqualified under the Company Directors Disqualification Act 1986 or an order under the Insolvency Act 1986
- not have been removed from the office of charity trustee or trustee for a charity on grounds of misconduct or mismanagement
- not be included in the list of teachers or workers prohibited or restricted from working with children or young people
- not be disqualified from being a teacher, other school employee or an independent school proprietor
- not have been sentenced to 3 months or more imprisonment in the 5 years before becoming or since becoming a governor
- not have received a prison sentence of 2½ years or more in the 20 years before becoming a governor
- not at any time have received a prison sentence of 5 years or more
- not have been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor
- not hold office or continue to hold office at time when he/she is liable to be detained under the Mental Health Act 1983
- not have failed to attend meetings of the governing body without consent for a continuous period of 6 months
- attend mandatory training where prescribed by legislation
- not be appointed to the same category of school during the 12 months following disqualification for non-attendance
- not act as clerk to the governing body
- the person refuses a request by the governing body to make an application under section 113 of the Police Act 1997 for a criminal records certificate

Please refer to the Government of Maintained Schools (Wales) Regulations 2005 for further details. If you wish advice or guidance on the above please contact: governors@npt.gov.uk, or write to the Child & Family Support Team, Port Talbot Civic Centre, Port Talbot, SA13 1PJ or telephone 01639 763600.

**THIS COMPLETED FORM MUST BE RETURNED VIA EMAIL TO EMMA HELLING, CLERK TO GOVERNORS;
hellinge@hwbcymru.net OR IN A SEALED ENVELOPE MARKED 'PARENT GOVERNOR NOMINATION' TO THE MAIN
SCHOOL RECEPTION ON OR BEFORE 12.00pm ON MONDAY 10th NOVEMBER 2025.**