**Archbishop Benson Primary School**

**Governor Application Form**

**Schools need Governors who:**

* Are interested in the wellbeing of children.
* Bring appropriate skills and experience
* Will commit time and energy to the work of the governing board.
* Will visit the school during the working day occasionally.
* Will work as part of a team.
* Will attend training.
* Will work for the benefit of the school as a whole, and uphold its values.

**The key task for governing boards is to promote high standards of educational achievement.**

Governing boards work in partnership with the head teacher and staff of their schools and with the Local Authority. Support is available to ensure that governors have the necessary skills and knowledge. Once appointed, governors have access to a comprehensive programme of training and guidance.

**The completed, signed (electronic typed signature acceptable), form should be emailed to: Michael Williams** [**clerk@archbishop-benson.cornwall.sch.uk**](mailto:clerk@archbishop-benson.cornwall.sch.uk)

**or** **by post to:**

Michael Williams

Clerk to Governors

Archbishop Benson Primary School

Bodmin Road

Truro TR11 1BN

**Governor Recruitment Protocol**

The protocol for appointing Appointed Governors at Archbishop Benson Primary School is as follows:

* Expression of interest in becoming a governor is made known and the individual is invited to have an informal discussion with the Headteacher and a governor
* If the individual would like to take the process further then an application pack is emailed to them by the Clerk
* Application pack is completed and returned to the Clerk
* Application pack is reviewed and considered against the skills audit by two governors, who then confirm the applicant’s eligibility
* Application is presented to the FGB for recommendation to Members
* A written recommendation is sent to Members, giving the option for them to meet with the candidate if they wish, within an agreed timeframe. Members inform Clerk of their decision
* Candidate is informed of the outcome

**QUALIFICATIONS AND DISQUALIFICATIONS**

**Governors and Associate Members**

The Articles of Association of the Academy Trust Company covers the qualifications and disqualifications of governors.

A governor must be aged 18 or over at the time of his or her election or appointment and cannot be a registered pupil at the school. This does not relate to associate members.

A person cannot hold more than one governorship at the same school.

A person is disqualified from holding or from continuing to hold office as a governor or associate member if he or she:

• fails to attend the governing board meetings – without the consent of the governing body – for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex officio governors);

• is subject to a bankruptcy restriction order, an interim bankruptcy restriction order, a debt relief order or an interim debt relief order;

• has had his or her estate sequestrated and the sequestration order has not been discharged, annulled or reduced;

• is subject to:

i) a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986

ii) a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989

iii) a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002

iv) 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 the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of any body;

• 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 registration for childminding 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 three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor;

• has received a prison sentence of two-and-a-half years or more in the 20 years before becoming a governor;

• has at any time received a prison sentence of five years or more;

• has 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;

• refuses to allow an application for a Disclosure and Barring Service check.

A governor must not also be a clerk to the governing board at which he or she is a governor.

**Self Nomination Form for Appointment as a School Governor**

Title: **……………………………**

First name: **………………………………………………………………………….…………………..**

Last name: **………………………………………………………………………………….…………..**

Address: **…………………………………………………………………………………………………**

**…………………………………………………….………**Postcode: **…..…………………...**

Date of Birth **……………………………………….**

Tel: (H**)…………………………………………………..**

Tel: (W) **…………………………………………………**

Tel: (M) **………………………………………………….**

Email**:** **………………………………………………………………………………….**

Length of residence in the area: **……………………………………………………..**

**……………………………………………………………………………………………..**

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| Reasons for Applying |

**What would make you a good school governor?**

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* **Relevant Skills:**

**e.g.** Good communication skills, analytical skills.

* **Experience:**

**e.g.** Experience of being a governor, performance management of staff, budget monitoring etc.

* **Personal Attributes:**

**e.g.** Interest in the education of children, time commitment, willingness to learn and develop skills.

* **Working in collaboration within a team:**

**e.g.** working to common objectives, able to establish good relationships.

* **Other**

**I can confirm that I am not disqualified from being a Governor** □

**I understand that I may be subject to a Disclosure and Barring Service (DBS) check, in line with regulations, if I am appointed.** □

**I understand that I may be required by the school to supply referees.**  □

**Signed**:**……………………………………………….. Date**: **…………………………………….**

**(electronic typed signature acceptable)**

**Referees**

Please provide names and addresses of two referees. These can be business (including your employer if you are in work) or personal, and ideally have known you at least 2 years

|  |  |
| --- | --- |
| **Referee 1:** | **Referee 2:** |
| **Address: (Include Postcode and Email if known)** | **Address: (Include Postcode and Email if known)** |