

NOMINATION/APPOINTMENT OF FOUNDATION GOVERNOR FOR CHURCH OF ENGLAND SCHOOLS

The Lincoln Diocesan Board of Education wishes to work in partnership with Parochial Church Councils who have knowledge of their local community, the needs of local schools, and who already work in strong partnerships with the church schools in their parish. The Diocesan Board of Education therefore invites PCCs to nominate prospective Foundation Governors for consideration by the Board. Further information about the role of Foundation Governors can be found on the Governors section of the Diocesan Education website www.lincolndiocesaneducation.com

**The Secretary of the PCC making this application should complete Part A
 The person being proposed must complete Part B (and Part C if this is a re-appointment)
 The applicant is requested to complete Part D purely for monitoring purposes.**

The completed form should be returned to:
 Susan Edgar, Governance and Compliance Lead, Lincoln Diocesan Board of Education,
 Edward King House, Minster Yard, Lincoln LN2 1PU or email:
susan.edgar@lincoln.anglican.org

PART A (to be completed by the PCC Secretary)

At a meeting of the PCC
 (Name of Parish)

On (Date)

It was agreed to nominate /appoint
 (Name of Nominee)

Nomination/Appointment as a
 Foundation Governor

For Re-nomination/Re-appointment as a
 Foundation Governor

At School

Signed on behalf of the PCC Date:

Name in Block capitals:

Position: Email:

Address:

.....

Post Code:

Tel:

Part B (to be completed by the nominee):

Name:

Title: Rev / Mr. / Mrs. / Miss. / Ms. / other

Address

.....

Post CodeTelephone number

Email address

I shall be a parent of a child who will be in the school at the time of appointment. YES / NO (*The DBE will take the total number of parents on the Governing Body into consideration when making the appointment.*)

B1 Are you currently, or have you been in the past, a school Governor? If yes, please give some brief details of your role:

B2: What posts have you held (paid or unpaid) that you feel will be relevant experience for your role as a Foundation Governor?

For example: posts that might be relevant to schools (e.g. education, faith based work, community work, law, finance, building, pastoral work, personnel)

B3: What personal qualities do you have that would enable you to be an effective member of a Governing Body?

B4: What experience/skills do you have to support the Anglican ethos, vision and values of the school?

B5: I have working knowledge of the following areas of school life (Please tick):

School Improvement	Curriculum	Finance	Strategy	Pastoral	Parish/School links

I have completed a skills audit form: Yes /No
If yes, please could you include the form with this application form.
(The DBE will take into consideration the skills on the Governing Body when making this appointment.)

B6: Are you a relative of any person working at the school. Yes/No

B7: Are you a relative of any governor on the Governing Body at the school. Yes/No

If applicable, please give details below of any relatives that are currently working at the school or on the governing body.

(Please note it is unlikely that the DBE will appoint a governor who has a relative working at the school).

B8: Are you willing to serve on more than one governing body? Yes/No

B9: I confirm I will undertake SIAMS training within the four year term of office.
This is a requirement when seeking re-appointment.

B10: I confirm I will undertake Governor Roles and Responsibility training from the Diocese within the first six months of appointment. This is a requirement when seeking re-appointment.

Please tick

In order to serve as a school governor, you need to confirm all the following statements:

Do you fall into any of the following categories:

- ✦ aged under 18 years YES / NO
- ✦ hold more than one governorship at the same school YES / NO
- ✦ have failed to attend the governing body meetings for a continuous period of six months, beginning with the date of the first meeting you failed to attend, without the consent of the governing body. YES / NO
- ✦ a bankrupt or disqualified under the company Directors Disqualification Act 1986 or an order made under section 429(2)(b) of the Insolvency Act, 1986 YES / NO
- ✦ have an interim debit or debit relief restriction order made under Schedule 4ZB Insolvency Act 1986 (inserted by the Tribunals, Courts and Enforcement Act 2007) YES / NO
- ✦ 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 YES / NO
- ✦ disqualified from working with children or from being an independent school proprietor, teacher or employee by the Secretary of State YES / NO
- ✦ have been sentenced to 3 months or more in prison in the previous 5 years; or 2½ years or more in the previous 20 years; or ever received a sentence of 5 years or more YES / NO
- ✦ been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since becoming a governor YES / NO

Additionally:

- ✦ I am willing for an application to be made to the Disclosure and Barring Service for a criminal records disclosure certificate and I will comply with the school's safeguarding policy and processes
- ✦ I am willing to serve as a Foundation Governor for a term of four years from the date of my appointment, if appointed by the Diocesan Board of Education.
- ✦ I agree to support and maintain the Christian Foundation and Voluntary Status of this school and to support the principles underlying the school's Trust Deed, by ensuring the school is distinctively Christian, and that Christian Values, principles and beliefs are central to the school's ethos, curriculum, relationships and work.
- ✦ I agree to do all I can to familiarise myself with my duties as a Foundation Governor and with the whole life and work of the school.

- ✦ I confirm that I am willing to attend and complete the Diocesan programme of courses, arranged by the Local Authority and the Diocesan Board of Education, to support and develop governors in their role and duties.
- ✦ I agree that the Diocesan Board of Education may make details on this form available to others involved with governor matters within the Diocese of Lincoln. I understand that they will NOT be used for any other purpose.
- ✦ If at any time, I consider that I can no longer be bound by the terms of this declaration, I confirm that I will immediately submit in writing my resignation and let the PCC know as soon as possible.

Signed
(proposed foundation governor)

Please be advised that in instances where a governor does not abide by the above conditions, the Lincoln Diocesan Board of Education may take the appropriate action to remove the individual. This will be in accordance with the policy on the Diocesan Board of Education website.

I confirm the following people are willing to provide a confidential reference in support of this nomination.

If this is a re-nomination the two referees should be the Head Teacher and Chair of Governors.

1. Name: 2. Name:

Address: Address:

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Email: Email:

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Relationship to Applicant: Relationship to Applicant:

Part C.

To be completed by a prospective governor who is being proposed for a second or further term of office.

I have attended the following training courses or completed e-learning training programmes during my last term of office.

Organising Body (incl. On-line)	Title	Date/s	Duration (please circle)	
			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight
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			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight
			Morning Day	Afternoon Twilight

Please write below any further information which you would wish to add in supporting and enhancing the development of the Christian Character of the school and monitoring the overall improvement of the education provided.

Part D: Governor Recruitment Monitoring Form

Collection of equality information is solely for monitoring purposes to ensure that our policies and procedures are effective. We also collect this data in accordance with the Equality Act 2010. Any data you enter onto this monitoring form will only be used for monitoring purposes and will not be used in assessing and or scoring your application or during the appointment process. This information is kept fully confidential and access is strictly limited in accordance with the Data Protection Act.

Ethnicity		Please tick
White	WBRI	British English Welsh Northern Irish Scottish
	WIRI	Irish
	WIRT	Traveller of Irish Heritage
	WROM	Gypsy / Roma
	WOTH	Any other White background
Mixed	MWBC	White and Black Caribbean
	MWBA	White and Black African
	MWAS	White and Asian
	MOTH	Any other Mixed background
Asian or Asian British	AIND	Indian
	APKN	Pakistani
	ABAN	Bangladeshi
	CHNE	Chinese
	AOTH	Any other Asian background
Black or Black British	BCRB	Black – Caribbean
	BAFR	Black – African
	BOTH	Any other Black background
Other ethnic group	ARAB	Arab
	CHNE	Chinese
	REFU	Refused/Prefer Not to Say
	OOTH	Any other ethnic group