Local Governing Body

Governor Application Form

Please complete all sections of this form

1. Personal details

|  |  |
| --- | --- |
| Title: |  |
| Full name: |  |
| Known as (if different): |  |
| Address: |  |
| Email: |  |
| Telephone number: |  |
| Current or last employer: |  |
| Current or last role: |  |
| Area of specialism / interest: |  |
| School:*Which School would you like to join as a Governor?* |  |

2. Please set out why you would like to be a Governor including what skills and attributes you can bring to the role

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3. References

Please provide details of two people who can act as a professional referee for you. Friends and relatives are not professional referees.

|  |  |
| --- | --- |
| Name  |  |
| Address |  |
| E-mail |  |
| Telephone number |  |
| In what capacity are you known to this person? |  |

|  |  |
| --- | --- |
| Name  |  |
| Address |  |
| E-mail |  |
| Telephone number |  |
| In what capacity are you known to this person? |  |

**Notes and declarations**

**Safeguarding**

* We are committed to safeguarding and promoting the welfare of children and young people.
* It is an offence to apply to be a governor if you are barred from engaging in Regulated Activity relevant to children**.**

**Disclosure and Barring Service Disclosure**

* The Trust is legally obligated to process an enhanced Disclosure and Barring Service (DBS) check before making an appointment to the role of a governor.
* The DBS check will reveal both spent and unspent convictions, cautions, reprimands and final warnings, and any other information held by local police that is considered relevant to the role. Any information that is “protected” under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 will not appear on a DBS certificate.
* If you are going to be involved in regulated activity, the DBS check will include a barred list check.
* Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the Trust’s privacy notice (see below).
* If you have lived or worked outside of the UK in the last 10 years we will require additional information in order to comply with safer recruitment requirements.
* Your position as governor will be conditional on the satisfactory completion of the necessary checks.
* We will not ask for any criminal records information until we have received the results of a DBS check.
* Any convictions listed on a DBS check will be considered on a case-by-case basis.
* Applicants should be aware of the following circumstances which might prevent them from being appointed as a governor:
* Inclusion in the list of those unsuitable to work with children
* Having been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor
* Having received a prison sentence of 2 and a half years or more in the 20 years before becoming a governor
* Having received a prison sentence of 5 years or more
* Having 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

**Section 128 Direction**

* The Trust will carry out a section 128 check. A person issued with a section 128 direction under the Education and Skills Act 2008 is prohibited or restricted from taking part in the management of a school.

**Right to work in the UK and other checks**

* The Trust will carry out checks to confirm your right to work in the UK, and any other checks deemed necessary where you have lived or worked outside of the UK.

**Data Protection**

* Throughout this form we have asked for some personal data about you. We will only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law:
* You have given us your consent
* We must process it to comply with our legal obligations

 You will find more information on how we use your personal data in our privacy notice for governors [Privacy Notice](https://www.ttct.co.uk/wp-content/uploads/sites/3/2021/11/Privacy-Notice-For-Governors-And-Trustees.-June-2021.pdf)

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| **Declaration** |
| I confirm that I: * Am aged over 18.
* Am not a current pupil at the school.
* Have not been declared bankrupt.
* Am not the subject of a bankruptcy restrictions order or an interim order.
* Have not been convicted for any unspent criminal offence, excluding any offence for which the maximum sentence was a fine (except for offences specified in the above table which will still count).
* Have not been disqualified from holding office as a governor.
* Have not been disqualified from being a company director and/or a charity trustee.
* Have not been removed as a trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of misconduct or mismanagement in administration of the charity.
* Have not had my estate seized for the benefit of creditors and the declaration of seizure hasn’t been discharged, annulled or reduced
* These criteria are set out in more detail in articles 68 to 80 of the [model articles of association](https://www.gov.uk/government/publications/academy-model-memorandum-and-articles-of-association).
* I certify that to the best of my knowledge and belief, the information given in this application is true and accurate.
* I understand that if the information is false or misleading it will disqualify me from appointment as a governor.
* I acknowledge that where this form is submitted electronically and without a signature, electronic receipt of this form will be deemed equivalent to submission of a signed version and will constitute confirmation of the declaration.
* I confirm that I have a legal right to work in the UK and if this application is successful, I undertake to produce appropriate documentary evidence to prove this, prior to becoming a governor
* I confirm that I am not barred from engaging in Regulated Activity relevant to children.
 |
| Signed  |
| Name  |
| Date  |

**Please return this form to info@ttct.co.uk**