

Co-opted Governor Nomination Form October 2020

Thank you for your interest in becoming either a Co-opted or Appointed governor at a Nottinghamshire school. Before completing this form, please refer to the Qualifications and Disqualifications information at the end of this document to ensure that you are eligible to be a school governor.

The governing body of the school can either accept or reject a nomination for a co-opted governor based on whether they have the skills required to contribute to the effective governance of that school.

**Personal details (please complete this section in capital letters)**

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| --- | --- |
| Title:      | Surname:       |
| First names:      |
| Home address:  |       |
|  | Post Code:      |
| Daytime tel no:  |       | Mobile |       |
| E-mail address:       |

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| Please give the school name if you only wish to be considered for one specific school:       |
| Otherwise, please specify an area within which you are prepared to travel or mileage radius from your home address      |
| Type of school:      |
| Any | [ ]  | Primary | [ ]  | Secondary | [ ]  | Special | [ ]  |

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| Please name any school at which you are: |
| a) currently a governor      |
| b) have been a governor in the past (please indicate the school name and the length of service)      |
| Please give any days/times when you are regularly unavailable to attend meetings      |

 **FURTHER INFORMATION** What knowledge/skills from the following list can you bring to the role (please tick any which apply)

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| --- | --- | --- | --- |
| Governance | [ ]  | Knowledge of the local community | [ ]  |
| Leadership | [ ]  | Legal | [ ]  |
| Strategic management | [ ]  | Financial management | [ ]  |
| Data analysis | [ ]  | Problem solving | [ ]  |
| Performance management | [ ]  | Good communication skills | [ ]  |
| Human resources | [ ]  | Community relations | [ ]  |
| Staff recruitment | [ ]  | Premises/purchasing | [ ]  |
| Chairing meetings | [ ]  | Quality assurance | [ ]  |
| Safeguarding | [ ]  | Special Educational Needs & Disability | [ ]  |
| Procurement/purchasing | [ ]  | Information communication technology | [ ]  |
| Health and safety | [ ]  | Complaints Management | [ ]  |

If you feel you have any particular skills which you can bring to a governing body not reflected above, please list them below.

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**Why are you interested in being a local authority appointed governor / co-opted and what can you bring to the role**: (Please include further details of the experiences, skills and attributes. These could include professional expertise, community involvement, voluntary work etc.)

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**Declaration of Confirmation**

Your personal data will only be shared with your consent with regard to communication and providing support and information and all those responsible for processing the data it holds must understand the requirements of GDPR, their obligations, responsibilities and liabilities.

 I confirm:-

* I consent to XXXXXX School recording and processing the information provided in this form and sharing the information with NCC Governors Services for the purpose of providing advice and guidance and administration of the Management Information System.
* I have read the Qualifications and Disqualifications criteria and I am not disqualified from serving as a school governor.
* I am committed to the Seven Nolan Principles of Public Life: selflessness; integrity; objectivity, accountability; openness; honesty and leadership and I will adhere to the principles within the school Code of Conduct for the Governing Body, when appointed.

Signed

Printed name

Dated

**The School Governance (Constitution) (England) Regulations 2012**

**Qualifications and disqualifications (regulation 17 and Schedule 4 to the Regulations).**

Grounds for disqualification fall into three broad categories:

* general grounds
* grounds that apply to particular categories of governor
* grounds that arise because of particular failings or actions on the part of the governor.

All the grounds for disqualification apply also to associate members except that associate members can be registered pupils at the school and can be under 18.

**General grounds**

* Registered pupils cannot be governors.
* A governor must be aged 18 or over at the time of election or appointment.
* A person cannot hold more than one governor post at the same school at the same time.

**Grounds that apply to particular categories of governor**

A person is disqualified from being a parent governor if they are an elected member of the LA or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve month period at the time of election or appointment.

A person is disqualified from being a local authority governor if they are eligible to be a staff governor at the school.

A person is disqualified from being a partnership governor if they are:

* a parent of a registered pupil at the school;
* eligible to be a staff governor at the school;
* an elected member of the local authority; or
* employed by the local authority in connection with its education functions.

**Grounds that arise because of particular failings or actions on the part of the governor**

A person is disqualified from being a governor of a particular school if they have failed to attend the meetings of the governing body of that school for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the governing body. This does not apply to the headteacher or to foundation governors appointed by virtue of their office.

A foundation, local authority, co-opted or partnership governor at the school who is disqualified for failing to attend meetings is only disqualified from being a governor of any category at the school during the twelve-month period starting on the date on which they were disqualified.

A person is disqualified from holding or continuing to hold office as a governor of a school if, in summary, that person:

* is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order; an interim debt relief restrictions order; or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced;
* is subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986; a disqualification order under the Companies (Northern Ireland) Order 2002; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; or an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order)
* has been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
* has been removed from office as an elected governor within the last five years.
* is included in the list of people considered by the Secretary of State as unsuitable to work with children or young people
* is barred from any regulated activity relating to children
* is subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008
* is disqualified from working with children or from registering for child-minding or providing day care
* is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State
* subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a governor or since becoming a governor
* subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a governor
* subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more
* has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor
* refuses a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.

**Declaration of Eligibility**

**Anyone proposed or serving as a governor who is disqualified for one of the reasons set out on the list of Qualifications and Disqualifications, must notify the clerk to the governing body.**

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| Having read and understood the qualification and disqualification criteria listed, I declare that I am not disqualified from serving as a governor or associate member on a school governing body. If I become disqualified, I will give notice of the fact to the clerk to the governing body.***(Please print clearly)*** |
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|  School |       |
|  |
|  Title |       | Name |       |
|  |
|  Correspondence address |
|  |       |  |
|  |       |  |
|  |
|  E-mail address  |       |
|  |
|  Signed |       | Date |       |
|  |

**Please return the signed document to XXXX**

**Monitoring Form –**

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| **Please Indicate as appropriate:** |
| **Age** | 16-25 [ ]  | 26-35 [ ]  | 36-45 [ ]  | 46-55 [ ]  | 56 and over [ ]  |
| **Gender** | Male [ ]  | Female [ ]  | Transgender [ ]  | Other [ ]  |
| I would describe my **ethnic origin** as: (please note that this question does not refer to your nationality / country of origin) |
| White | English [ ]  | Other British [ ]  | Irish [ ]  |
| Other white background (please describe) [ ]  |       |
| Black or Black British | African [ ]  | Caribbean [ ]  |
| Other Black background (please describe) [ ]  |       |
| Asian or Asian British | Indian [ ]  | Pakistani [ ]  | Bangladeshi [ ]  | Chinese [ ]  |
| Other Asian background (please describe) [ ]  |       |
| Mixed (dual heritage) | Asian and White [ ]  | Black African [ ] and White | Black Caribbean [ ] and White |
| Other mixed background (please describe) [ ]  |       |
| Other ethnic group | Arab [ ]  | Gypsy [ ]  | Irish Traveller [ ]  | Romany [ ]  |
| Other ethnic group, (please describe) [ ]  |       |
| What is your religion or belief? | No religion / belief[ ]  | Christian[ ]  | Buddhist[ ]  | Hindu[ ]  | Jewish[ ]  | Islam[ ]  |
| Other religion (please describe) [ ]  |       |
| Other belief (please describe) [ ]  |       |
| What is your sexual orientation | Heterosexual / Straight [ ]  | Bisexual[ ]  | Gay man[ ]  | Lesbian[ ]  |
| Other – please specify [ ]  |       |
| If you consider yourself to be **disabled**, please specify type of impairment |
| Communication [ ]  | Hearing [ ]  | Learning [ ]  | Mental Health[ ]  |
| Mobility [ ]  | Physical [ ]  | Visual [ ]  | Other [ ]  |
| **Please give further details below if you wish:** |
| **Declaration for equality and diversity form** |
| I consent to the collection, storage and use of my race, disability, sex, sexual orientation, gender, belief or religion, age. I understand that these details will not be used as part of the selection process. I understand that any use of these details will only involve producing anonymous statistics to monitor the effectiveness of the Nottinghamshire County Council’s Equalities Policy. |
| Signed |       | Date      |
| Print name |       |

**Please return the signed document to XXX**