

NOMINATION FORM FOR A FOUNDATION GOVERNOR
Maintained VA/VC schools and Single Academy Trusts



1. SCHOOL:

PARISH:

2. CLERK / CHAIR TO COMPLETE:

IS THIS NOMINATION REPLACING A MEMBER OF THE GOVERNING BODY THAT HAS RESIGNED? YES / NO – if yes please give details below of the resignation date of the governor

Please confirm the current membership of your governing body below, including any vacancies:

3. NAME & ADDRESS OF NOMINEE:

4. TEL:

5. EMAIL:

All correspondence will be via email.

6. PLEASE CONFIRM:

ARE YOU CURRENTLY SERVING AS A FOUNDATION GOVERNOR AT THIS SCHOOL – YES/NO (delete as appropriate)

ARE YOU BEING NOMINATED AS THE REPRESENTATIVE FOR THE EX-OFFICIO ROLE – YES/NO (delete as appropriate)

ARE YOU A PARENT OF A CHILD AT THE ABOVE SCHOOL – YES/NO (delete as appropriate). If YES, please include details of how many parents are already on the Governing Body.

The DBE will consider the composition of each Governing Body when making appointments so that boards are appropriately balanced.

Please note the DBE do not appoint Foundation Governors from the staff body.

7. PLEASE GIVE DETAILS OF YOUR INVOLVEMENT WITH YOUR LOCAL CHURCH:

8. PLEASE PROVIDE DETAILS ABOUT WHY YOU WOULD LIKE TO BE A FOUNDATION GOVERNOR:

9. PLEASE PROVIDE DETAILS ABOUT THE SKILLS, KNOWLEDGE & EXPERIENCE YOU WILL BRING TO THE ROLE:

10. CONFLICT OF INTERESTS: (please detail **all** other governance roles including as a trustee of a Charity)

11. PLEASE PROVIDE FURTHER DETAIL OF ANY CLOSE RELATIONSHIPS WITH OTHER GOVERNORS AT THE SCHOOL:

Please note that the DBE's policy is that close family members do not serve on the same governing body. This policy is available on the DBE's website.

12. PLEASE PROVIDE DETAILS OF ANY CRIMINAL CONVICTIONS OR INVESTIGATIONS:

If you are unsure of how to respond, please seek advice from an appropriate independent representative (e.g. your solicitor) because any failure to disclose relevant convictions, cautions, criminal investigations etc. could result in your removal as a Foundation Governor. Not all Criminal Convictions/Investigations preclude someone from serving as a Governor. However, it is important for Governing Bodies to be aware and undertake relevant risk assessments. All appointments are made subject to a satisfactory Enhanced DBS Check.

13. DECLARATION BY NOMINEE:

"I confirm that I am committed to supporting the principles underlying the Trust Deed of the school in accordance with the doctrines and practices of the Church of England and I acknowledge the responsibility to uphold the faith and beliefs of the Church of England within the school."

Signed: Date:

14. REFERENCES:

(Required for both ongoing and new nominations)

a. Please discuss this application with the **incumbent** who is linked with the church school. They will need to provide you with a reference using the form on the DBE's website. This reference needs to be submitted at the same time as your nomination form. Where there is no incumbent either a churchwarden, Area Dean or minister (if relevant, of another Christian denomination) should be given as a reference.

b. Please discuss this application with the current **Chair of Governors** and the school Headteacher. Ask the Chair to sign this form to confirm that you have met and discussed the role.

Signed Chair of Governors: Date:

15. PAROCHIAL CHURCH COUNCIL (PCC)

For maintained schools:

The above person was **nominated** by PCC

at its meeting held on

Signed: PCC Secretary PCC Chair

For Academies:

..... PCC is **aware** that the above-named person has been nominated as a governor

Signed: PCC Secretary PCC Chair

DATA is collected and processed in line with our Data Privacy Notice which is available on our website.

PLEASE ENSURE THAT EACH SECTION OF THE FORM IS COMPLETED IN FULL, THEN EMAIL TO:
officedbe@leicesterdbe.org

