



SCHOOL GOVERNOR APPLICATION FORM

Telford & Wrekin Council is committed to Equal Opportunities and will positively welcome applications from all sections of the community irrespective of race, colour, gender, sexuality or disability. All persons wishing to be considered as school governors must be committed to the Council's Equal Opportunities Policies.

If you require any assistance in the completion of this form please contact the School Governance Service on 01952 380808 / 380868

(A) PERSONAL DETAILS

Name (Mr/Mrs/Miss/Ms)	
Address:	
Tel No: Home	Tel No: Work:
E-Mail:	
Where you have children who are currently attending School(s) in the Borough of Telford and Wrekin, please state the name of the School(s)	

B) SCHOOL PREFERENCE DETAILS

Do you wish to serve a particular type of school or in a particular location?

Please indicate any preferences below. Please place in order of preference by writing 1, 2, or 3 in the boxes of each column. 1 having the highest priority.

Please place a zero in any box for which you do not wish to be considered

Category of School		Age Range		Preferred area of Telford & Wrekin	
Non-Denominational	<input type="checkbox"/>	Nursery (3-4yrs)	<input type="checkbox"/>	North Telford	<input type="checkbox"/>
Church of England	<input type="checkbox"/>	Primary (4-11yrs)	<input type="checkbox"/>	South Telford	<input type="checkbox"/>
Catholic	<input type="checkbox"/>	Secondary (11-18 yrs)	<input type="checkbox"/>		<input type="checkbox"/>
Other (please specify)					

C) EXPERIENCE OF BEING A GOVERNOR (*if any*)

Any Governorship held currently:

School			
Date of appointment			
Type of Governorship			
Parent	<input type="checkbox"/>	LA	<input type="checkbox"/>
Teacher/Staff	<input type="checkbox"/>	Co-opted/Community	<input type="checkbox"/>
Other (please specify)			

Any Governorship held previously:

School			
Date of appointment			
Type of Governorship			
Parent	<input type="checkbox"/>	LA	<input type="checkbox"/>
Teacher/Staff	<input type="checkbox"/>	Co-opted/Community	<input type="checkbox"/>
Other (please specify)			
Area of expertise/Specialist Knowledge			
	v		v

Financial management/accountancy		Premises & facilities management	
Human resource expertise		Procurement/purchasing	
Legal		ICT/management information systems	
PR & Marketing		Work placements/carer planning	
Teaching & pedagogy		Health services (particularly relevant in special schools)	
Health & Safety		Quality assurance	
Strategic planning		Self-evaluation and/or impact assessment	
Data analysis		Staff recruitment	
Performance management		Community relations	
Leadership		Chairing	
Coaching/mentoring or CPD		Negotiation & mediation	
Communication skills, including listening		Problem solving &/or creativity	
Handling complaints. Grievances or appeals		Risk assessment	
Parent's perspective: current of school		Knowledge of the local community	
Knowledge of the local/regional economy			

D) SUPPORTING INFORMATION

Please give details of any special interest or relevant experience to support your application to serve as a school governor. In particular, we would like to know why you wish to become a school governor and what particular strengths you feel that you could offer to a governing body. This information will assist us in the matching of volunteer governors to selected vacancies throughout the Borough.

(i) EXPERIENCE OF EDUCATION (EG: your children's education; voluntary work)

(ii) COMMUNITY AND OTHER INTERESTS

(including membership of any political parties or professional bodies)

E) YOUR REASONS FOR WISHING TO BECOME A GOVERNOR

(eg: A wish to contribute towards the raising of educational standards and the promotion of good practice in the management of schools; support the achievements of pupils from ethnic minority communities; would like to invest some of your spare time in your local community).

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F) DECLARATION

Before signing and returning this form please ensure that you are eligible for appointment as school governor by checking the list of disqualifications that is attached. If you are in doubt as to your eligibility we will be happy to help you. Please contact the School Governance Service on 01952 380808.

I confirm that the information provided in support of my application for nomination as school governor is accurate.

Signed:	Date:
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Thank you for completing this application form. We are sure that you will find the experience of being a school governor, and contributing towards the key decisions that will help raise standards in our schools, a successful and rewarding one.

Remember, you can help us further by asking your friends and colleagues to consider becoming a school governor through contacting us on 01952 380808 to obtain an application form.

The information that you have given is subject to the provisions of the Data Protection Act and will only be disclosed to officers within Children & Young Peoples Services and relevant training providers.

ETHNIC MONITORING

The Borough of Telford and Wrekin keeps statistics on the number of governors that are recruited from different communities. These statistics help us to develop strategies that are intended to encourage and increase the participation from those communities that are currently under represented. We would be most grateful if you would assist our records by completing the form below which best describes your ethnic origin. Thank you for your co-operation.

Please tick relevant boxes below:

Age:	16-18 <input type="checkbox"/>	19-35 <input type="checkbox"/>	36-49 <input type="checkbox"/>	50-59 <input type="checkbox"/>	60-65 <input type="checkbox"/>	Over 65 <input type="checkbox"/>
Gender:	Male <input type="checkbox"/>			Female <input type="checkbox"/>		
Ethnic Origin	Bangladeshi <input type="checkbox"/>	Black – African <input type="checkbox"/>	Black-Caribbean <input type="checkbox"/>	Black-other <input type="checkbox"/>	Chinese <input type="checkbox"/>	Indian <input type="checkbox"/>
	Irish <input type="checkbox"/>	Pakistani <input type="checkbox"/>	White <input type="checkbox"/>	Other <input type="checkbox"/>		

DISABILITY:

The Disability Discrimination Act, 1995 defines a person with a disability as someone who has “a physical or mental impairment which has a substantial and adverse, long term effect on his or her ability to carry out normal day-to day activities”.

Under this definition do you consider yourself to have a disability? Please state **Yes / No**



TELFORD AND WREKIN LA SCHOOL GOVERNORS: DISQUALIFICATION DECLARATION FORM

Title [Mr / Mrs / Miss / Ms / Dr / Revd etc]:

All First Names:

Surname:

All Previous Name(s):

Address:

Post Code:

Email Address:

Telephone numbers: (home):

(work):

(mobile):

Date of birth:

School/Academy:

Category of Governor:

To be completed by School/Academy:

DBS Certificate No:

Date of Issue:

[Governors **can not** be appointed/re-appointed without a DBS check]

I declare that I am not disqualified from serving as a school governor and that:

- **I am not** a registered pupil of the same school;
- **I am** aged 18 or over at the date of this election or appointment;
- **I do not** already hold a governorship of the same school;
- (in relation to staff and parent governor elections or appointments only) **I have not** been disqualified from holding office as a staff or parent governor at the same school through failure to attend meetings without consent;
- **I have not** within the last twelve months been disqualified through failure to attend meetings without consent from election or appointment as a foundation governor (other than an ex-officio foundation governor), LA governor, community governor, partnership governor or sponsor governor at the same school;
- **I am not** the subject of a bankruptcy restrictions order or an interim order, and nor has my estate been sequestrated (temporarily repossessed) and the sequestration has not been discharged, annulled or reduced;
- **I am not** subject to:
 - (a) a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986;
 - (b) a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989;
 - (c) a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; or
 - (d) an order made under section 429 (2) (b) of the Insolvency Act 1986 (failure to pay under county court administration order);

- **I have not** been removed from the office of trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which I was responsible or to which I was privy or, to which I contributed or which I facilitated by my conduct or, under section 34 of the Charities and Trustee Investment (Scotland) Act 2005
- **I have not** been removed from being concerned in the management or control of any body;
- **I am not** included in the list kept under section 1 of the Protection of Children Act 1999 of those persons considered by the Secretary of State as unsuitable to work with children;
- **I am not** subject to a direction of the Secretary of State under section 142 of the Education Act 2002 (or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction), prohibiting or restricting my employment as a teacher, other employee or worker with children in any school (ISA list);
- **I am not** disqualified from working with children under sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000;
- **I am not** disqualified from registration under part 10A of the children Act 1989 for child minding or providing day care;
- **I am not** disqualified from registration under part 3 of the Childcare Act 2006;
- **I am not** disqualified from being the proprietor of or taking part in the management of any independent school;
- **I have not** been convicted, whether in the United Kingdom or *elsewhere, of any offence and had passed upon me a sentence of imprisonment whether suspended or not: either,
 - in the five years prior to the date of this governorship for a period of not less than three months without the option of a fine or,
 - in the twenty years prior to the date of this governorship for a period of not less than two and a half years or,
 - at any time for a period of not less than five years.

(*convictions by courts outside the United Kingdom for offences which would not have been an offence in any part of the United Kingdom can be disregarded).

- **I have not** been sentenced to a fine, in the five years prior to the date of this governorship, for causing a nuisance or disturbance on educational premises;
- **I am not** currently disqualified from holding or continuing to hold office as a governor by virtue of having refused a request by a clerk to a governing body to make an application under section 113 of the Police Act 1997 for a criminal records certificate. **Nor have I refused** such a request by the clerk to this governing body in relation to this governorship.
- **I understand that** I will be required to apply to the Disclosure & Barring Service (DBS for a disclosure of criminal records if any activities or actions provide "cause for concern".
- **I also understand that** failure to:
 - submit a fully completed and signed declaration form;
 - provide appropriate identification;
 - consent to a List 99 check

will disqualify me from being elected or appointed or re-appointed as a governor.

Print Name: _____

Signature: _____ **Date:** _____

FOR OFFICE USE ONLY

DBS Number received: YES / NO

Signature: _____ Date: _____

NEW / REAPPOINTMENT