**Academy Governance**

**Foundation Governor Application Form (DGAT)**

|  |  |
| --- | --- |
| Name of Academy: |  |

|  |  |
| --- | --- |
| Title: | Mr / Mrs / Miss / Other |
| Full Name: |  |
| Date of Birth: |  |
| Address: |  |
| Postcode: |  |
| Telephone Numbers: | Home:  Work:  Mobile: |
| Email Address: |  |
| Occupation: |  |

|  |  |
| --- | --- |
| Is this a re-appointment? | Yes / No |

|  |  |
| --- | --- |
| Are you the parent of a child attending the school? | Yes / No |

|  |  |  |  |
| --- | --- | --- | --- |
| **Office use only** | |  |  |
| **Start Date:** |  | **Re-appointment:** | **Yes / No** |
| **Finish Date:** |  | **Type of Appointment** | **Foundation / Substitute Ex-Officio** |

**Personal Statement**

If this is a **NEW** **APPOINTMENT** please indicate briefly your reasons for wishing to become a Governor on the Local Governing Body and the experience, skills and expertise you would bring to the academy. Please also detail any experience likely to be helpful to the Governing Body (including links to local businesses and communities)

**Governance Experience**

If you have previous experience as a school or academy governor, please provide information concerning your appointment(s).

|  |  |  |
| --- | --- | --- |
| **Dates**  **From/to** | **School or academy name** | **Areas of responsibility** |
|  |  |  |

**Governor Training**

If you have previous experience as a school or academy governor, or this is a **re-appointment**, please provide details of any training you have undertaken.

|  |  |  |
| --- | --- | --- |
| **Year Course Taken** | **Course/training Title** | **Date** |
|  |  |  |

**Skills Audit**

Governing bodies have a vital and demanding role as the strategic leaders of our schools. No matter what constituency governors are recruited from, all governors must govern in the best interest of pupils, and need to have or develop the skills required to contribute to the effective governance and success of the school.

Please complete the grid below to record your personal qualities, behaviours and experience.

|  |  |  |  |
| --- | --- | --- | --- |
| Personal qualities and behaviours | |  |  |
| Christian commitment |  |  |  |
| Commitment to improving education for all pupils |  |  |  |
| Honesty and integrity |  |  |  |
| Objectivity |  |  |  |
| Team player |  |  |  |
| Reliability |  |  |  |
| Ability to question and challenge |  |  |  |
| Decisive |  |  |  |
| Problem solver |  |  |  |
| Good communicator |  |  |  |
| Ability to mentor |  |  |  |
| Ability to lead |  |  |  |
| Willingness to learn |  |  |  |
| Experience and Knowledge | Good knowledge | Professional knowledge | Not confident or no experience |
| Governance in any sector, roles and duties |  |  |  |
| Church schools and Christian distinctiveness |  |  |  |
| SIAMS Framework |  |  |  |
| Ofsted Framework |  |  |  |
| Chairing meetings |  |  |  |
| Strategic planning |  |  |  |
| Change management |  |  |  |
| Analysis of strengths and weaknesses |  |  |  |
| Risk assessment |  |  |  |
| Analysis of performance data |  |  |  |
| Recruitment and employment law |  |  |  |
| Interviewing skills |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Experience and Knowledge | Good knowledge | Professional knowledge | Not confident or no experience |
| Performance management, salary progression |  |  |  |
| Handling complaints, grievances, appeals |  |  |  |
| Primary education |  |  |  |
| Secondary education |  |  |  |
| Further education |  |  |  |
| Academies |  |  |  |
| Education and curriculum policy/issues |  |  |  |
| Safeguarding/child protection |  |  |  |
| SEN and disability (access and inclusion) |  |  |  |
| Financial management |  |  |  |
| Pupil premium/sports grants |  |  |  |
| Securing best value |  |  |  |
| Litigation |  |  |  |
| Public/community relations |  |  |  |
| Contracting services |  |  |  |
| Procurement/purchasing |  |  |  |
| Equality and diversity |  |  |  |
| Health and safety |  |  |  |
| Building or Estate management |  |  |  |
| Project management |  |  |  |
| Data protection |  |  |  |
| Health and well-being |  |  |  |
| Company law |  |  |  |
| Charity law |  |  |  |
| Marketing |  |  |  |
| IT-website |  |  |  |
| Research skills |  |  |  |

**Commitment**

“I can confirm that I am committed to supporting the principles underlying the original Trust Deed, and the Scheme of Delegation, 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 academy”.

|  |  |
| --- | --- |
| Signed: | Date: |

**GDPR**

For those successful in being appointed as a Foundation Governor this application form and any associated relevant paperwork is kept securely within the data management systems of the Diocese of Gloucester Academies Trust (DGAT). For further information please refer to the Privacy Notice:

[www.dgat.org.uk/about-us/dgat-privacy-notices/](http://www.dgat.org.uk/about-us/dgat-privacy-notices/)

We will communicate with you in your role as Foundation Governor and keep you informed of changes in relation to your role and responsibilities, legislative and otherwise, relevant training for your role, information about church schools and other education related issues.

**An Enhanced Criminal Records certificate is mandatory for all governors.**

The application for this will be undertaken by the school.

**Parochial Church Council Recommendation**

Foundation governors in particular are charged with securing that the religious character of the academy is preserved and developed. With this in mind you are encouraged, when a vacancy arises, to have an initial dialogue *(Conversation 1)* with the academy to discuss the skills/expertise needed by the academy and understand the type of person sought. Discuss too, if appropriate /relevant, whether the current role holder is willing/or able to carry on and whether they have the skills etc. needed.

Subsequently, and before the nomination is submitted, please have a second dialogue (*Conversation 2*) between the academy, the PCC and the individual to be nominated to explore the individuals’ skills/expertise and the expectations/responsibilities of the role (what they are getting themselves into)

If all three parties are happy this Foundation Governor Application Form may be submitted for consideration under the appointment/re-appointment protocol.

From these conversations please comment on the individuals’ knowledge, skills and ability to undertake the role, together with information on their involvement in the life of the Church (e.g. regular communicant,

Churchwarden, Sunday school teacher etc. or equivalent information if a member of another Christian

Church).

|  |  |
| --- | --- |
| Please give the name of the governor being replaced if appropriate: |  |

|  |  |  |
| --- | --- | --- |
| Date - Conversation 1 |  |  |
| Date – Conversation 2 |  |  |
| Date of PCC meeting when nomination was agreed. |  |  |
| Recommended on behalf of: |  | PCC |
| Signed on behalf of PCC: |  | Date: |
| Position held: |  |  |
| Incumbent’s name |  |  |
| Incumbent’s signature: |  | Date: |

**Please return to: Mrs Nicki Wadley**

**Strategic Lead for Governance**

**Education Department,**

**Diocese of Gloucester**

**4 College Green,**

**Gloucester**

**GL1 2LR**

[**nwadley@glosdioc.org.uk**](mailto:nwadley@glosdioc.org.uk)

January 2021