**DGAT Co-opted Local Governor Application Form**

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| Name of Academy: |  |

|  |  |
| --- | --- |
| Category of Governor  (please circle as appropriate) | Staff Trust Co-opted |

|  |  |
| --- | --- |
| 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 |

**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 personal information likely to be helpful to the Governing Body (including links to local businesses and communities).

If this is a **RE-APPOINTMENT** please indicate briefly your reasons for wishing to be re-appointed to the Local Governing Body and the experience, skills and expertise you would bring to the academy. Please also detail any personal information 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).

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

Governance is a collective responsibility and our local governing bodies are made up of people who bring a diverse range of skills, knowledge and experience. Effective governance requires the following skills and knowledge to be present in the membership of the body.

No single governor is expected to have experience in all the areas outlined below, and training and a full induction will be provided. Please indicate your areas of skill and knowledge below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Skills and knowledge** | | | |
| Strategic leadership |  | Human resources |  |
| Setting organisational culture, values and ethos |  | Experience of external accountability |  |
| Decision-making |  | Building an effective team |  |
| Collaborative working with key stakeholders |  | Working within statutory and contractual requirements |  |
| Risk management |  | Self-review and evaluation |  |
| Analysis of data |  | Manging and developing teams |  |
| Financial management and monitoring |  | Legal knowledge |  |
| Procurement and contracting |  | Community engagement |  |
| Marketing/PR |  | Governance |  |
| Education |  | Health and safety |  |
| Premises management |  | Project management |  |

**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.

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

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| **Suitability for the role of governor** | |
| **Have you ever been removed from the membership of a governing body or body of directors? Please circle as appropriate.** | |
| Yes No | |
| Please provide details: | |
| **Do you have any criminal convictions?**  Please note, all governors are required to undertake an enhanced DBS check within 21 days of appointment. | |
| Yes: | No: |
| Please provide details: | |

|  |  |
| --- | --- |
| **Confirmation statement** | |
| I confirm that the information provided in this application form is accurate and that I have not and will not withhold information from any representative of **the academy, DGAT or** the local governing body. I confirm that I am not disqualified from holding office for any of the reasons as set out in the DGAT Declaration of Eligibility form.  Signature: Date: | |
| How did you find out about the vacancy of governor at the academy? |  |

**Data protection and GDPR**

For those successful in being appointed as a 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 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 Disclosure and Barring Service and Section 128 check is mandatory for all appointed governors, including co-opted governors who are re-appointed.**

The application for this will be undertaken by the school.

**Please return your completed application form to:**

[Insert name of clerk to the LGB]

[Clerk to the local governing body]

[Insert clerk to the LGB’s email address]

|  |  |  |  |
| --- | --- | --- | --- |
| **Office use only** | |  |  |
| **Start Date:** |  | **Re-appointment:** | **Yes / No** |
| **Finish Date:** |  | **Type of Appointment** | **Staff / Co-opted/Trust** |

**Updated March 2020**