

**Parent Governor Nomination Form**

**Personal details**

**Title Name Surname**

**Gender** *Please tick* ✓ *the appropriate response* **Female Male**

**Job Title**

**Home address** *(please include your postcode)*

**Email address**

**Home telephone number Daytime telephone number Mobile telephone number**

**Have you any experience as a school governor? \*Yes No**

**\*If you are currently serving as a school governor, or you are involved with a school governing body in any other way, please tell us which school(s) you are involved with.**

***Please tick (***✓***) each box to confirm that you agree with the statements given below.***

 I confirm that I am not employed to work at the school for more than 500 hours per year and hereby nominate myself for election as a parent governor of the school.

 I confirm that I will declare any conflict of interest and understand the rules about withdrawing from meetings because of a personal interest.

**Your skills and attributes**

**Please tell us about your personal and professional skills and attributes which you will use to support the work of the governing body (5 being most confident, 1 being least confident).**

|  |  |  |
| --- | --- | --- |
| **Skills and experience (only comment on those applicable to you)** | **Skill level?** | **Experience level?** |
| Assessment, monitoring and evaluating skills |  |  |
| Auditing experience and skills |  |  |
| Chairing meetings or organisational boards |  |  |
| Children & young people’s services or activities (any sector) |  |  |
| Coaching/mentoring skills |  |  |
| Communication skills, including listening and writing |  |  |
| Community relations experience |  |  |
| Data analysis skills |  |  |
| Equal opportunities - understanding and practice |  |  |
| Financial management, accountancy skills |  |  |
| Handling complaints, grievances or appeals |  |  |
| Health & safety understanding |  |  |
| Health services (particularly relevant in special schools) |  |  |
| Human resources expertise and staff recruitment |  |  |
| ICT &/or management information systems |  |  |
| Knowledge of, and an interest in the local community |  |  |
| Leadership and management skills and development |  |  |
| Negotiation and mediation skills |  |  |
| Performance management of staff or within an organisation |  |  |
| Policy development |  |  |
| Premises and facilities management |  |  |
| Problem solving |  |  |
| Procurement and purchasing |  |  |
| Professional legal skills |  |  |
| Project management |  |  |
| Public relations and marketing |  |  |
| Public sector knowledge |  |  |
| Quality assurance |  |  |
| Risk assessment |  |  |
| Safeguarding and child protection |  |  |
| Self-evaluation and/or impact assessment |  |  |
| Special educational needs and disability (SEND) |  |  |
| Strategic planning |  |  |
| Surveying, consultation and/or research |  |  |
| Teaching and learning (any sector, any phase) |  |  |
| Work placements/career planning |  |  |

**Please tell us about any other skills, qualifications, training, or personal and/or professional attributes that you can bring to the role. (10 lines, max 900 characters to fill this box)**

**Please tell us about yourself and specifically state your reasons for wanting to volunteer as a school governor. (15 lines, max 1400 characters to fill this box) Note: The information that you supply in this section will be circulated to voters in the event of a ballot.**

**Governors must attend governing body and committee meetings throughout the year, mostly in the evenings. This involves a time commitment from you.**

Are you able to spare the time to volunteer as a governor? **Yes No**

**Governors need to attend training for the role and develop their skills and understanding to support the school. This may mean attending training in evenings or sometimes during the day.**

Are you willing to do this? **Yes No**

**Governors must be actively involved in meetings by reading papers in advance, preparing questions, listening and contributing to discussions and ideas for improving the school.**

Do you feel able to contribute to the governing body at meetings? **Yes No**

**Personal declaration**

Our school welcomes every application regardless of gender, age, disability, sexual orientation, race, religion and belief. **Please read the criteria below and confirm that you are not disqualified from serving as a school governor because of these restrictions.**

A governor must be aged 18 or over at the time of their election or appointment and cannot be a registered pupil at the school. A person cannot hold more than one governorship at the same school.

**1. A person is disqualified from holding or from continuing to hold office as a governor if he or she:**

**a.** fails to attend the governing body meetings – without the consent of the governing body – for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex officio governors);

b. is subject to a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order;

c. has had their estate sequestrated and the sequestration order has not been discharged, annulled or reduced;

d. is subject to:

i. a disqualification order or disqualification undertaking under the Company Directors

Act 1986

ii. a disqualification order under Part 2 of the Companies (Northern Ireland) Order

1989

iii. a disqualification undertaking accepted under the Company Directors

Disqualification (Northern Ireland) Order 2002

iv. an order made under Section 492(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order);

e. has been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under [Section 34 of the Charities and Trustees Investment (Scotland) Act 2005](http://www.opsi.gov.uk/legislation/scotland/acts2005/asp_20050010_en_3#pt1-ch4-pb2-l1g34) from participating in the management or control of any body;

f. is included in the list of people considered by the Secretary of State as unsuitable to work with children;

g. is disqualified from working with children or subject to a direction under [Section 142 of the](http://www.opsi.gov.uk/ACTS/acts2002/ukpga_20020032_en_12#pt8-pb6-l1g142)

[Education Act 2002;](http://www.opsi.gov.uk/ACTS/acts2002/ukpga_20020032_en_12#pt8-pb6-l1g142)

h. is disqualified from registration for childminding or providing day care;

i. is disqualified from registration under Part 3 of the [Childcare Act 2006](http://www.opsi.gov.uk/acts/acts2006/pdf/ukpga_20060021_en.pdf);

j. has received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming a governor or since becoming a governor;

k. has received a prison sentence of two-and-a-half years or more in the 20 years before becoming a governor;

l. has at any time received a prison sentence of five years or more;

m. has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor;

n. refuses to allow an application to the Disclosure and Barring Service (DBS) for a criminal records check.

***I confirm that I have read the criteria above and that I am not disqualified from serving as a parent governor* (please tick** ✓ **the box).**

**I acknowledge and agree that the Trust can use my personal data in this form for the purposes of parent governor election. All data will be held in line with the Trust’s GDPR privacy notice. I confirm that the information that I have provided in this application form is accurate.**

**Signature Date**