**Trustee & Local Governing Body Application Form**

1. **Your Details**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** |  | **Home address** |  |
| **Surname** |  |
| **First Names** |  | **Post Code** |  |
| **Any Previous**  **Names** |  | **Mobile** |  |
| **Email Address** |  | **Daytime Tel No.** |  |

1. **Please tell us how you became aware of this vacancy**

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| --- |
|  |

1. **Why do you want to become involved in MAT governance at LGB level**?

***Please outline your reasons including details of relevant employment or voluntary work, personal qualities, experiences or skills you feel would help the work of the trust board. (We advise you use at least 100 words).***

1. **Have you been an Academy Trustee or school governor before?**

YES / NO (*delete as appropriate and if ‘No’ go to question 5*)

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| --- |
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|  |

Name of School/s

1. **Have you ever been removed/suspended from membership of a Board for non attendance or any other reason?**

YES / NO (*delete as appropriate and if ‘No’ go to question 5*)

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Name of School

Reason

1. **Do you have children?**

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If you have children of school age, you are eligible to be a parent governor at the school your child is attending. Please tick if this applies to you.

If you ticked the box, which school/s do they attend?

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1. **Schools Attended**

Please list any schools that you have attended/been employed at:

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1. **Please list any schools that your close family are currently employed/have been employed at:**

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1. **Positive about Disabled People**

Do you consider yourself to have a disability? YES / NO (*delete as appropriate)*

If you have answered “yes” to the above question, please give details of any assistance you may need to fulfil your role as a governor (eg wheelchair access/language interpreter):

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|  |

1. **Current or most recent employment or voluntary role**

|  |  |
| --- | --- |
| Position or Title |  |
| Organisation name, address and telephone number |  |
| Dates of employment |  |
| Brief description of duties |  |

1. **Skill Set and Experiences**

Please indicate the extent of your skills set where:

E = extensive, M = Moderate, B = Basic and blank = none.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Governance |  | Complaints/grievances/appeals |  | Procurement/ Purchasing |  |
| Self- Evaluation |  | Monitoring decisions/ outcomes/performances |  | Sciences |  |
| Data Analysis |  | Financial Management |  | Sales/Retail/Services |  |
| Performance  Management |  | Premises/Facilities  Management |  | Health & Safety |  |
| Community Relations |  | Law |  | Strategic Planning |  |
| Leadership |  | Children’s Services |  | Staff Recruitment |  |
| Coaching/Mentoring |  | ICT |  | Project Management |  |
| Communication |  | Health Services |  | Decision making |  |
| Languages |  | Chairing Meetings |  | Negotiation/Mediating |  |
| School improvement |  | Human Resources |  | PR & Marketing |  |
| Safeguarding |  | Arts |  | Technology |  |
| Volunteering |  | Challenging Procedures |  |  |  |

1. **Community Representation**

*It would help us understand community representation if you could tell us about your ethnic background. (Please tick the appropriate box)*

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| --- | --- | --- | --- | --- | --- |
| **White** | British |  | **Black or Black British** | Caribbean |  |
| Irish |  | African |  |
| Any other white background |  | Any other Black background |  |
| **Mixed** | White and Black Caribbean |  | **Asian or Asian British** | Indian |  |
| White and Black African |  | Pakistani |  |
| White and Asian |  | Bangladeshi |  |
| Any other Mixed background |  | Any other Asian background |  |
| **Chinese** | Chinese |  | **Other ethnic group** | Any other |  |
| **Not assigned** | I do not wish to provide this information |  |  |  | |

1. **References/Testimonials**

Please provide the following information so two references/testimonials can be obtained:

1.

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| --- |
| Name: |
| Relationship to candidate: |
| Address: |
| Post code |
| Email: |
| Telephone: |

2.

|  |
| --- |
| Name: |
| Relationship to candidate: |
| Address: |
| Post code |
| Email: |
| Telephone: |

**14a Declaration of eligibility to become a trustee/governor**

*Disqualifications (Regulation 17 and Schedule 4 of the School Governance (Constitution) (England) Regulations 2012)*

A person is disqualified from being a trustee/governor if he/she:

* Is under the age of 18 at the time of election or appointment.
* Is a registered pupil of the a school in the MAT
* Is an employee at a school in the MAT (other than the CEO)
* Have failed to attend the Trust Board meetings for a continuous period of six months, beginning with the date of the first meeting he/she had failed to attend, without the consent of the Trust Board.
* Has an estate that has been sequestrated and the sequestration has not been discharged, annulled or reduced or he/she is the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order.
* is subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986, a disqualification order under the Company Directors Disqualification (Northern Ireland) Order 2002, a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002, or an order made under section 429(2) of the Insolvency Act 1986 (failure to pay under county court administration order).
* Has been removed from the office of trustee for a charity by an order made by the

Charity Commission or Commissioners or the High Court on the grounds of any

misconduct or mismanagement in the administration of the charity for which he/she was responsible or he/she was privy or to which he/she contributed or he/she facilitated by his/her conduct or has been removed under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body.

* Is included in the list kept under section 1 of the Protection of Children Act 1999 (list of those considered by the Secretary of State as unsuitable to work with children).
* Is subject to a direction of the Secretary of State under Section 142 of EA 2002 (or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction).
* is barred from regulated activity relating to children in accordance with section 3(2) of the Safeguarding Vulnerable Groups Act 2006
* is disqualified from working with children under sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000.
* is disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010
* is disqualified from registration under Part 3 of the Childcare Act 2016.
* Has been convicted, whether in the United Kingdom or elsewhere or any offence and a sentence of improvement (whether suspended or not) has been imposed for a period of not less than 3 months without the option of a fine.
* Have received a prison sentence of 2 ½ years or more in the 20 years before becoming a governor.
* Have at any time received a prison sentence of 5 years or more.
* Have been fined for causing a nuisance or disturbance on school premises during the 5 years prior to or since appointment or election as a governor.
* He/she has refused a request by the clerk to the Trust Board to make an application under section 113B of the Police Act 1997 for a criminal records certificate.

**14b**  **Trustee/Governor Code of Conduct**

At the AGM LGB members agree the Code of Conduct. All Trustees/Governors are expected to

follow this. A copy is attached to this form.

**Declaration:**

I declare that I am not disqualified from appointment as a local governing body member by any of the disqualifications listed in 14a above and that all information given on this form can be recorded and used in accordance with the General Data Protection Regulations.

The MAT is the Data controller for the purposes of the General Data Protection Regulations. The purpose for which my data will be processed is to assist in the appointment LGB members. I also understand and agree that any breach of the Code of Conduct as outlined in 14b above may result in removal from office.

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

The information you supply will only be used for the trustee/governor appointment process. It will not be disclosed to any person who is not directly involved in that process.

**Please return this completed application form:-**

Rhia Lansbury-Palmer, Trust Improvement and Compliance Coordinator,

IMPACT Education MAT, Unit 8, Pennine Business Park, Longbow Close, Bradley, Huddersfield, HD2 1GQ.

[Rlansbury-palmer@i-mat.org.uk](mailto:Rlansbury-palmer@i-mat.org.uk)

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| --- | --- | --- |
| **For office use only** |  |  |
| To be completed and signed by the Chair of The Board |  |  |
| Appointment confirmed | **Yes** | **No** |
|  |  |

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_