



# LOCAL AUTHORITY APPOINTED SCHOOL GOVERNOR

## APPLICATION FORM (To be used for new appointments ONLY)

**Please note:** This application form may be completed electronically, but section 10 must be signed and dated. The application also includes a testimonial form. The person providing the testimonial should return it to the Governor Support Team at Heath.

Name:

Please tell us how you became aware of this vacancy:

Please return the completed application form and testimonial to:-

Governor Support Officer  
Heath Training & Development Centre  
Free School Lane  
Halifax  
HX1 2PT

For office use only		
ISA Barring List Clearance	<b>Yes</b>	<b>No</b>
To be completed by the Chair of the Appointments Panel:		
Appointment confirmed	<b>Yes</b>	<b>No</b>
Signed:  Chair of Panel		



The information you supply will only be used for the governor appointment process. It will not be disclosed to any person who is not directly involved in that process. The School Governance (Constitution) England Regulations 2003 do not allow persons who are paid to work at the school to become governors appointed by the Local Authority (Calderdale). Parents at the school will only be appointed as Local Authority governors if the seat has been vacant for more than 6 months.

### 1. Your Details

Title		Home Address	
Surname			
First Names			
Any Previous Names		Post Code	
Date of Birth		Daytime Tel No.	
Male/Female		Mobile No.	

Email Address

### 2. Why do you want to become a school governor?

***Please outline your reasons for showing an interest in becoming a school governor – including details of personal qualities, experiences or skills you feel you could bring to a school governing body. (We advise you use at least 100 words).***

**3. You are not required to have any special expertise or knowledge to become a school governor, but you should be:**

Able to attend meetings regularly (governing bodies generally meet at least once a term)

Willing to become involved and get to know the school

Able to read up on paperwork circulated prior to the meeting

If possible, attend events at the school

Able to respect confidentiality at all times

If you can tick all the above boxes you are just the person to become a school governor!

**4. Have you been a school governor before?**

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

Name of School/s


Have you ever been removed from membership of a governing body for non-attendance or any other reason?

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

Name of School

Reason


**5. Do you have children?**

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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**6. Type of school you would prefer:**

*You are invited to indicate the type of school you would prefer. Please rank Nursery, Primary and Secondary from 1 to 3 (1 being the highest) or tick the box if you have no preference. Note that stating a preference does not guarantee the school type of your choice will have immediate vacancies. You should also be aware that there are 5 times more primary schools than secondary schools.*

No preference  Nursery  Primary  Secondary

School of Choice:

Would you be willing to become a Governor in an Academy?

Yes  No

We welcome interest from volunteers who have a desire to serve as a governor at a faith school. If you have a preference for schools with a particular religious ethos, please state below:

**7. Positive about Disabled People**

Calderdale Council is committed to the Two Ticks disability standard. This means that any applicant with a disability who meets the essential criteria for a vacancy will be guaranteed an interview and considered on their abilities.

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):

**8. Please tick any boxes that you believe describe your skills**

Marketing	<input type="checkbox"/>	Legal Knowledge	<input type="checkbox"/>	Languages	<input type="checkbox"/>
IT	<input type="checkbox"/>	Education	<input type="checkbox"/>	Art & Design	<input type="checkbox"/>
Project Management	<input type="checkbox"/>	Conflict Resolution	<input type="checkbox"/>	Human Resources	<input type="checkbox"/>
Science & Technology	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Engineering	<input type="checkbox"/>
Strategic Planning	<input type="checkbox"/>	Health & Safety	<input type="checkbox"/>	Administration	<input type="checkbox"/>
				Chairing Skills	<input type="checkbox"/>

**9. Community Representation**

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

<b>White</b>	British	<input type="checkbox"/>	<b>Black or Black British</b>	Caribbean	<input type="checkbox"/>
	Irish	<input type="checkbox"/>		African	<input type="checkbox"/>
	Any other white background	<input type="checkbox"/>		Any other Black background	<input type="checkbox"/>
<b>Mixed</b>	White and Black Caribbean	<input type="checkbox"/>	<b>Asian or Asian British</b>	Indian	<input type="checkbox"/>
	White and Black African	<input type="checkbox"/>		Pakistani	<input type="checkbox"/>
	White and Asian	<input type="checkbox"/>		Bangladeshi	<input type="checkbox"/>
	Any other Mixed background	<input type="checkbox"/>		Any other Asian background	<input type="checkbox"/>
<b>Chinese</b>	Chinese	<input type="checkbox"/>	<b>Other ethnic group</b>	Any other	<input type="checkbox"/>
<b>Not assigned</b>	I do not wish to provide this information				

**10 Who can serve as a school governor?**

*Qualifications and Disqualifications (Regulation 21 and Schedule 6 of the Constitution Regulations 2007)*

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

Registered pupils cannot be governors. A person is disqualified from being a governor or associate member if they:

- Have a mental disorder and are detained under the Mental Health Act 1983.

- Have failed to attend the governing body meetings for a continuous period of six months, beginning with the date of the first meeting they had failed to attend, without the consent of the governing body. This provision does not apply to the Headteacher.
- Are the subject of a bankruptcy restrictions order or an interim order or their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced.
- Are subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986, a disqualification order under Part 2 of the Companies (Northern Ireland) Order 2002 or to an order made under section 429 (2) , insolvency Act 1986.
- Are disqualified from working with children or from registering for childminding or providing day care.
- Have 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 Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- Are disqualified from being an independent school proprietor, teacher or employee by the Secretary of State.
- Have been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor.
- 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.
- Refuse to an application being made to the Criminal Records Bureau for a criminal records certificate.

Please tick the box below to confirm that you are not disqualified from serving as a school governor and that the information you give on this form can be recorded and used in accordance with the Data Protection Act.

Signed: .....

Date: .....



## LOCAL AUTHORITY GOVERNOR APPOINTMENTS PANEL

### TESTIMONIAL

(To be used for new appointments ONLY)

*The information that you provide in this testimonial is necessary for the completion of the Local Authority governor appointment process, and will be used for that purpose only. As the person providing the testimonial you should be known to the applicant in a professional or voluntary service capacity and should not be a family member. Please complete and return this form to:-*

**The Governor Support Team at Heath Training & Development Centre, Free School Lane, Halifax, HX1 2PT.**

**Details of Person Providing the Testimonial:**

Name:			
Address:			
		Post Code:	
Email		Telephone:	

**Details of Candidate:**

Name:			
Address:			
		Post Code:	



**Please give details of your relationship to the candidate and how long you have known the candidate:**

**What qualities and experience will the candidate bring to the role of school governor?**

**Tell us why you believe that the candidate will make a good school governor:**

**The information that I have provided in this Testimonial is a true assessment.**

Signed: ..... Date: .....

**THANK YOU FOR YOUR HELP IN SUPPORTING THE RECRUITMENT OF SCHOOL GOVERNORS IN CALDERDALE**