



Application to be Appointed or Re-appointed as a Management Committee member

Note that if an election is necessary for parent, or staff Management Committee applications, sections 4 and 5 will form the election statement.

1. School Details

School for which you prefer to be considered: Infant/Junior/Primary/Secondary/Special *
In which area of the city?:

Please indicate which school you are applying for:

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2. Personal details

Title:

Surname: First Names:

Preferred Name :

Home Address :

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..... Postcode:
Correspondence Address (if different from Home Address):

.....

..... Postcode:

☎ Home: ☎ Work: ☎ Mobile:

E-mail Address:

Occupation: Date of Birth:

Have you ever been or are you currently a governor? Yes/No *

If yes, please give details of the school, type of governor and period of office:

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3. Appointment details (*School or Management Committee must complete*)

School:

Date of Election, Appointment or Re-appointment:

(Tick as appropriate):

Gov Type : Foundation Authority Parent Co-opted Staff

Type of Appointment: Election Appointment Re-appointment

** Delete as applicable*

4. Reasons for applying:

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5. Experience and personal skills

Please give details of any experience (including voluntary or community work), skills, abilities and interests which you feel will help you as a school governor.

6. Equal Opportunities - Monitoring Information

Southampton City Council pursues a policy of equality of opportunity and positively welcomes applications from all members of the community irrespective of race, colour, gender, sexual orientation, age and disability. It would help us to monitor community representation if you could answer the following:

Gender: Male / Female / Other (*Delete as applicable*)

Disability: Do you have any disabilities which will require special provision? Yes/No *
If Yes, please describe the nature of your needs.

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Ethnic Origin: In the table below, please place a tick in the box in the right hand column alongside the description which most closely matches your ethnic origin.

White	White British	WHB
	White Irish	WHR
	Traveller of Irish Heritage	WHT
	Gypsy/ Roma	WRO
	White Other	WHA
Mixed	White and Black Caribbean	MWB
	White and Black African	MBA
	White and Asian	MWA
	Any other Mixed Background	MOT

Asian or Asian British	Indian	AIN
	Pakistani	APK
	Bangladeshi	ABA
	Any other Asian Background	AAO
Black or Black British	Caribbean	BLB
	African	BLF
	Any other Black Background	BLG
Chinese	Chinese	CHE
Other	Any other Ethnic Group	OEO

Disqualification Criteria and Vetting

This position may give you privileged access to children. Applicants are required to consent to a Disclosure and Barring Service (DBS) check used for school staff and other voluntary workers.

You will be required to submit evidence of identity which will be used to ensure that you are eligible to be a governor. If however:

1. You are disqualified from working with children by Section 35 of the Criminal Justice and Court Services Act 2000; or
2. You contravene one of the conditions imposed in the School Governance (Constitution) (England) Regulations 2012

then you will be ineligible for appointment. A summary of all the disqualification criteria is included with this form. You should confirm below that you are NOT disqualified. It is an offence to serve as a school governor whilst disqualified

Privacy Notice

Southampton City Council is collecting this information in order to perform this service or function, and if further information is needed in order to do so, you may be contacted using the details provided. In performing this service, the Council may be required to share your information with other organisations or departments, but it will only do so when it is necessary in order for the service to be provided. Southampton School Improvement will only use the data collected on this form for administrative purposes relating to governance, communications and training. The data will not be disclosed to any organisation outside the Authority without your consent unless we are legally required to do so.

Declaration

I wish to be considered for appointment or election as a school Management Committee member in a Southampton school. I confirm that I am not disqualified from serving as a school governor and that in the event that I am appointed to a governing body, I will accept the appointment and will notify the clerk to the governing body immediately should I become disqualified during my term of office.

I understand that my application will be subject to a DBS check.

I understand that the information given on this form will be recorded and used by Southampton School Improvement in accordance with the General Data Protection Regulations and confirm that it is correct and complete to the best of my knowledge and belief.

I understand that my details may be shared with the local authority and schools for the purposes of filling a governor vacancy. All data is held securely and in accordance with legislation. I confirm that the information I have provided in this application form is accurate.

More detailed information about the Council's handling of your personal data can be found in its privacy policy, available online (<http://www.southampton.gov.uk/privacy>), or on request.

Signed: **Date:**

Summary of Disqualification Regulations

Declaration

Southampton City Council welcomes application regardless of age, gender, age, disability, sexual orientation, race, religion and belief.

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.

A person is disqualified from being a parent governor if they are an elected member of the LA or paid to work at the school for more than 500 hours (i.e. for more than one-third of the hours of a full-time equivalent) in any consecutive twelve month period at the time of election or appointment.

Please read the criteria below and confirm that you are not disqualified from serving as a school governor because of these criteria.

- is the subject of a bankruptcy restrictions order; an interim bankruptcy restrictions order; debt relief restrictions order; an interim debt relief restrictions order; or their estate has been sequestered and the sequestration has not been discharged, annulled or reduced.
- is subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986; a disqualification order under the Companies (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)(b) 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 High Court on grounds of any misconduct or mismanagement in the administration of the charity, or under section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body.
- has been removed from office as an elected governor within the last five years.
- is included in the list of people considered by the Secretary of State as unsuitable to work with children or young people
- is barred from any regulated activity relating to children
- is subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008
- is disqualified from working with children or from registering for child-minding or providing day care
- is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State

- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a governor or since becoming a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a governor
- subject to certain exceptions for overseas offences that do not correlate with a UK offence, has at any time received a prison sentence of five years or more
- has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor
- refuses a request by the clerk to make an application to the Disclosure And Barring Service for a criminal records certificate.

Anyone proposed or serving as a governor who is disqualified for one of these reasons must notify the clerk to the governing body.

I confirm that I have read the criteria above and that I am not disqualified from serving as a governor/Management Committee member (please tick).

Signed:

Date:

Original Form to be held by the school. A copy of this form must be sent to the Governance and Leadership Advisor