**Academy Foundation Representative Application Form**

Please complete this form and return by email to education@bathwells.anglican.org – or by post to Diocesan Governor Services at Flourish House, Cathedral Park, Wells, Somerset BA5 1FD. Please ensure a copy is kept securely if you choose to post the completed form.

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| Name of Academy: | | | |
| Name of Multi Academy Trust (MAT) (if applicable) | | | |
| Are you applying to become a: | Member / Director (Trustee) / Governor | | |
| Is the application a: | New Appointment / Renewal | | |
| **Please indicate the number of terms already served:**  **Please note:** Foundation Governors should serve for **no longer than 3 consecutive terms** (or twelve years) **at the same school** unless there are exceptional circumstances. If this is your fourth term and there are no exceptional circumstances, please contact us and we will be happy to find another suitable school in need of your support. | | | |
| Your full name: | | | |
| Mr/Mrs/Ms/Other: | Date of birth: | | |
| Address: | | | |
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| Home Telephone No: | Mobile Telephone No: | | |
| Email Address: | | | |
| Occupation: | | | |
| Are you the parent of a child attending the school? | | | Yes / No |
| Are you related to any member of the academy/MAT staff or governance structure (member, director/trustee or governor? (If yes, please give details): | | | Yes / No |
| Are you a practising member of the Church of England with a commitment to the church school ethos? | | | Yes / No |
| **OR** are you a member of a Christian church (Churches Together or Evangelical Alliance) with a commitment to the church school ethos? | | | Yes / No |
| **IF NOT** a member of a Christian church, are you willing to demonstrate a commitment to celebrate and develop the Christian ethos of the academy? (This will be explored and discussed further at a locally held meeting with a church representative and diocesan adviser). | | | Yes / No |
| Please indicate your reasons for wishing to become a foundation representative and what skills, knowledge and experience you feel you have to contribute to effective governance. If this is a re-appointment, please **also** state how long you have been a Foundation Governor at the school and indicate any training which you have undertaken in the last four years: | | | |
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| Foundation representatives are charged with ensuring that the religious character of the school is preserved and developed; with this in mind, please describe how you will do this. Please also comment on your involvement in the life of the Church (e.g., regular communicant, Churchwarden, Sunday School teacher, etc., or equivalent information if a member of another Christian church) and your involvement or connections to the local community or businesses: | | | |
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| “I confirm that I am committed to supporting the principles underlying the Trust Deed of the academy in accordance with the doctrines and practices of the Church of England and I acknowledge the responsibility to uphold the faith and beliefs of the Church of England within the academy. I commit to attending the ‘Distinctively Christian: Governance in Church Schools’ training run by Bath & Wells Diocese within the first year of my appointment and to keep up to date with further appropriate diocesan training.” | | | |
| Signed: | | Date: | |

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| **Qualification and Disqualification Disclaimer**  `Please read all of the points on the form to ensure that you are not disqualified from serving as a school governor:   * I am aged 18 or over at the date of this election or appointment; * I do not already hold a governorship of the same school; (unless renewing a current position) * I am not currently detained under the Mental Health Act 1983; * I am not subject to a bankruptcy restriction order or an interim order; * I have not had my estate sequestrated and the sequestration order has not been discharged, annulled or reduced; * I am not subject to a disqualification order or disqualification undertaking under the Company Directors Act 1986; a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989; a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; an order made under section 492 (2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order); * I have not been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners of High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of any body; * I am not included in the list of people considered by the Secretary of State as unsuitable to work with children; * I am not disqualified from working with children or subject to a direction under section 142 of the Education Act 2002; or disqualified from registration for childminding or providing day care; or disqualified from registration under Part 3 of the Childcare Act 2006; * I have not received a sentence of imprisonment (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor; * I have not received a prison sentence of 2.5 years or more in the 20 years before becoming a governor; or at any time received a prison sentence of 5 years or more; * I have not 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; * I will not refuse an application being made to the Criminal Records Bureau for a criminal records certificate.   I declare that I have read the above disqualification information and that I am not disqualified from serving as a school governor or associate member. | |
| Signed: | Date: |
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| 1. **For the Clerk:**   “I confirm that the candidate has completed an appropriate skills audit” | |
| Signed: | Date: |
| **2) For the Chair of Directors (Trustees) or LGB:**  Please detail below how the candidate’s skills and expertise complement the requirements of current board: | |
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| Signed: | Date: |
| **We commit to using this data only for purposes in line with our legal and statutory duties. All handling, processing and storage of data will be carried out under the guiding principles of current Data Protection Regulations. We hold data for the length of your current term and dispose of it securely at such time as you resign or re-apply. We will not pass an individual’s data to a third party unless we have a legitimate reason to do so.**  **Important Information for the DBE Trust Member**  As the Corporate Member representing the DBE Trust, you are responsible for nominating the Foundation Members, Directors (Trustees) and (if you are part of a Multi Academy Trust) the Foundation Representatives of each academy’s Local Governing Body. All candidates need to have the appropriate skills and knowledge with which to contribute to effective governance. They also need to evidence a commitment to preserve and develop the distinctive character of the foundation of the church academy.  In order for you to be able to make a considered nomination on behalf of the DBE Trust, please ensure the candidate has completed this form in full. | |
| Signed: | Date: |

**References**

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| For candidates falling into category 1 or 2, please supply contact details for a referee (leader in the church where you worship) who can confirm that you meet the criteria.  For candidates falling into category 1 or 2, a written recommendation should also be obtained from the local PCC or other nominating body  Name of Referee  Position in Church  Name of Church  Please comment on how the candidate meets the criteria as stated in category 1 or 2 above   * Tick to confirm that the candidate is a practising Christian, as defined in the Foundation Governor Guide   OR   * Tick to confirm that the candidate is a member of a Christian church (Churches Together or Evangelical Alliance) |

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| **Parochial Church Council Recommendation**  Foundation governors in particular are charged with securing that the religious character of the school is preserved and developed. With this in mind, please comment on the individual’s knowledge, skills and ability to do this, together with information on involvement in the life of the Church (e.g., regular communicant, Churchwarden, Sunday School teacher, etc., or equivalent information if a member of another Christian church.) Please also comment on any involvement or connections to the local community or businesses. |
| For candidates indicating category 1 or 2, a recommendation from the local PCC must be obtained  Name of nominating PCC  I confirm that this nomination was agreed and minuted at a PCC meeting held on:  Signed on behalf of the PCC  Name  Position  Date |
| Candidates indicating category 3 will be asked to attend a meeting with a School Effectiveness Adviser from the Diocese and a member of the local church (Incumbent or member of the PCC). For Member or Trustee applications a representative from any of the local churches within the geographical area of the Trust schools, will be sufficient. |

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| **Sharing of personal data with the Parochial Church Council**  Please confirm your consent that we may share your personal data with the PCC in order that they may contact you as appropriate for the purposes of facilitating and promoting links between the school and church within the parish | | |
| Signed: | Date: |