

Ringwood Road, Bransgore, Christchurch, Dorset BH23 8JH

T 01425 672272 F 01425 674554



Dear Parent,

Thank you for your interest in becoming a governor at Bransgore School.

Governors are nationally the largest body of community volunteers in the UK - a body of people who give their time and talents to ensure the highest standards of achievement for all young people in education. It is a noble calling but sadly much misunderstood by many who entrust their children to schools each day.

Governance is about overseeing the success of the school in partnership with the head teacher and leadership staff. It is about agreeing priorities and monitoring progress towards strategic goals; it is not about running or managing the school. Governance is about providing positive support and constructive challenge to the paid professionals to enable them to do their job to the best of their abilities.

Bransgore was one of the first primary schools nationally to leave their local education authority and become an academy under the direct control of the Department of Education. It enabled us to become a Teaching School in partnership with Ringwood secondary school as well as being responsible for school-centred initial teacher training (SCITT) on site. Academies may be more autonomous but with new freedoms came greater responsibilities and pressures.

We are, in effect, a small business dealing with a budget not far short of £2 million. It is, therefore, increasingly important to recruit people who have the skills and acumen to contribute to the effective working of a governing body which has, in effect, become a hands-on board of directors.

Our governors ('directors') are drawn from different sectors of the community - the parish council, the church, the staff, the wider community and parents. Only parent governors are elected. All other governors are appointed or co-opted.

Governors provide strategic leadership and accountability in schools. We appoint (or dismiss) the head teacher, oversee financial performance and ensure good value, and work with the head teacher to make the tough decisions about balancing resources and protecting the school's assets. In partnership with the head, we agree a clear vision, ethos and strategic direction for the school, and monitor and evaluate progress. We hold the head teacher to account for the educational performance of the school, its pupils, and the performance management of staff.

Individual governors do not act independently. Decisions are the joint responsibility of the whole governing body. A common misconception is that parent governors are elected to promote the interests and concerns of parents. They are, in fact, governors who happen to have a parent's perspective acting collectively with the rest of the governors in the interests of all children. Individual parental concerns should first of all be taken up with the head teacher.

It is vital that parent governors are **fully committed** and willing to put in between 10 to 20 days active work a year. In practice, that means two or three meetings a term, some training days (or evenings), and some occasional off-site work. We welcome anyone with practical skills or knowledge in finance, law, business, HR, social work, construction, as well as education. However, the role is not about specific expertise but asking the right questions of the school leadership, holding it to account, and enabling effective action.

If you feel you would like to become involved please can I ask you to complete the enclosed application form and return it to the school for the attention of the Clerk to the Governors. If you would like to speak to myself, or another governor, to learn more, the school office can arrange a meeting.

Dr Jennifer Hunter

Chair of Governors.

School Governor Application Form



Please Print and attach a passport size head and shoulders photo

Surname	First Name(s)	Title
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Address

Tele No	Mobile
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e-mail:

Occupation:

With this application form you will also have :-

a. A letter from Dr Jennifer Hunter, Chairman of Governors giving you information about the work of a Governor and what would be expected from you if you join the team.

b. A note about disqualifications, criteria and vetting that apply to Governors.

Please can you confirm that you have read these and that you understand them. YES/NO

Please can you confirm that the disqualifications do not apply in your case. YES/NO

Are you happy to complete an application for a Criminal Records Certificate at an Advanced Level? YES/NO

Are you happy to give a written undertaking to the Governors to uphold the Object of the Academy Trust as set out in the attached paperwork. YES/NO

Are you an employee of any Local Authority? YES/NO *If yes please give details.*

Note:- the following two sections will form your election statement space is limited please stay within the boxes .

Reasons for applying: Please can you give us an idea of why you want to be a Governor and what you feel you have to offer to our work
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Experience & Personal Skills Please give details of any experience (including voluntary or community work), skills, abilities and interests you have which you feel will help you as a school governor.
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I agree to the information given on this form being recorded and used in accordance with the Data Protection Act and confirm that it is correct and complete to the best of my knowledge and belief.

Date

Signature

Please return to school office for the attention of the Clerk to the Governors

Disqualification Criteria and Vetting

In the interest of safeguarding children, You will be asked to apply for a criminal records certificate. “Spent” criminal records and other relevant information may legitimately be disclosed when individuals are involved with schools. If you are aware of any information, which may be disclosed, you may wish to discuss its relevance with the Head of Governors in advance of your application.

Qualification and disqualification criteria

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

A person is disqualified from holding or from continuing to hold office as a governor or associate member if they:

- have failed to attend meetings for six months;
- are bankrupt;
- are subject to a disqualification order or disqualification undertaking under companies legislation or an order concerning insolvency;
- have been removed from the office of trustee for a charity on grounds of misconduct or mismanagement or from being concerned in the management or control of any body;
- are included in the list of those considered by the Secretary of State as unsuitable to work with children;
- are subject to a direction of the Secretary of State under section 142 of Education Act 2002;
- are disqualified from working with children or from registration for child minding or providing day care;
- have 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;
- have received a prison sentence of 2.5 years or more in the 20 years before becoming a governor;
- have at any time received a prison sentence of five years or more;
- have 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;
- refuse to make an application for a criminal records certificate.
- are incapable of managing or administering their own affairs by reason of mental disorder, illness or injury

A person is disqualified from election or appointment as a **parent governor** if they are an elected member of the LA or if they work at the school for more than 500 hours in any year. A Parent Governor must be a parent of a pupil at the Academy when elected.

Please read the summary of regulations above carefully. If you become a Governor you must notify the Clerk to the Governing body immediately should you become disqualified during your term of office. You need to understand that it is an offence to serve as a school governor whilst disqualified.



Data Protection

The information that you provide on the application form will be held on a computerised database maintained by the

Object of the Academy Trust: *to advance for the public benefit education in the United Kingdom, in particular, but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school with a designated Church of England religious character offering a broad and balanced curriculum (“the Academy”) conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily*

data controller). Your data will be used in accordance with the principles set out in the Data Protection Act 1998, which protects the right to privacy of individuals whose personal details are held by the data controller.