**Application to be a Parent Governor at Manor Wood Primary School**

**Personal Details**

**Title**

|  |
| --- |
|  |

**First Name Surname**

|  |  |
| --- | --- |
|  |  |

**Address**

|  |
| --- |
|  |

**Postcode**

|  |
| --- |
|  |

**Telephone (mobile) Telephone (home)**

|  |  |
| --- | --- |
|  |  |

**Email Address**

|  |
| --- |
|  |

**Current or most recent employer (including any voluntary positions)**

|  |  |
| --- | --- |
| Employer name: | Role and key responsibilities: |
| Address: |
| Start date: |
| Finish date (if applicable): |

**Do you have any children at Manor Wood Primary School?**

|  |  |
| --- | --- |
| If yes, what is/are their age(s)? |  |
|  |
|  |
|  |

**Have you previously been a school governor, either at Manor Wood or at any other school?**

Yes  No

**If yes, please provide details of the school, type of governor and period of office**

|  |  |
| --- | --- |
| School name: | Primary/Secondary/Post-16: |
| Type of governor (e.g. parent, staff, co-opted): | |
| Start date: | End date (if applicable): |

**Other Information**

**Reasons for applying** – please outline why you are interested in becoming a school governor. Please include details of your interests, work and life experience and any voluntary work.

|  |
| --- |
|  |

**Pen Portrait**

**Please provide a statement of not more than 500 words.** Parent governors are elected by parents of pupils in the school. The information in this section will be published on the election ballot and distributed to all parents/carers in the school.

|  |
| --- |
|  |

**Skills and Qualities**

The Local Governing Board is a team of people who have a range of knowledge, expertise and skills. Please consult the checklist and tick the skills you possess, and provide evidence of your knowledge of this skill where possible.

|  |  |  |
| --- | --- | --- |
| **Skills** | **Do you believe you possess this skill?** | **Evidence (e.g. experience through work or voluntary roles)** |
| Understand and interpret financial data and /or performance data |  |  |
| Personnel/recruitment |  |  |
| Staff Performance management |  |  |
| Employment issues including grievances |  |  |
| Health and safety |  |  |
| Project management |  |  |
| Buildings and maintenance |  |  |
| Public relations/marketing |  |  |
| Legal/contracts |  |  |
| ICT |  |  |
| Safeguarding |  |  |
| Equalities |  |  |
| Other – please state in the evidence box |  |  |

**I understand that, if appointed to the Local Governing Board, I am agreeing to:**

|  |  |
| --- | --- |
| Attending governing body meetings on a regular basis |  |
| Visiting the school on a regular basis |  |
| Adhere to and uphold the school’s vision and ethos |  |
| Developing new skills, including attending training |  |
| Acting as part of a corporate body (not alone) |  |
| Respect confidentiality |  |

I can confirm that, to the best of my knowledge the information provided on this form is correct and gives a fair representation of my qualifications and employment history.

|  |  |
| --- | --- |
| **Signed:** | **Date:** |

**Please read the disqualification criteria below and sign to confirm that you are not disqualified from serving as a school governor.**

|  |  |
| --- | --- |
| **Signed:** | **Date:** |

**Am I Eligible to be a School Governor?**

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

**The following summarises the disqualification regulations:**

* Is the subject of a bankruptcy restrictions order or an interim order, debt relief restrictions order, an interim debt relief restrictions order or their estate has been sequestrated 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 Part 2 of the Companies (Northern

Ireland) Order 1989, a disqualification undertaking 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 charity trustee or trustee for a charity by the Charity Commission or 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
* Is included in the list of teachers or workers 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 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
* Has been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor
* Has received a prison sentence of two years or more in the 20 years before becoming a governor
* Has at any time received a prison sentence of five years or more
* Has 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
* Refuses a request by the clerk to make an application to the Criminal Records Bureau 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.

If you are unsure of your eligibility to become a governor, please contact Joe Wilson j.wilson@owlcotesmat.org or on 0113 8874523 for advice.

**Please complete this form in full and return via email with the heading ‘Parent Governor Application’ to:** [Office@Manorwood.owlcotesmat.org](mailto:Office@Manorwood.owlcotesmat.org)

**Or by post to:**

**Manor Wood Primary School**

**Carr Manor Road,**

**Leeds,**

**LS17 5DJ**