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| **Information for potential co-opted governors** |  |

**Some definitions**

A co-opted governor is a member of the community who wishes to make a contribution to one of our academy schools (a co-opted education governor has senior leadership or teaching experience)

A registered pupil is a pupil on roll at a North Star Community Trust Academy (including our nurseries).

A parent is defined by Section 576 of the [Education Act 1996](https://www.legislation.gov.uk/ukpga/1996/56/contents) as a person who has parental responsibility (as defined in the [Children Act 1989](https://www.legislation.gov.uk/ukpga/1989/41/contents)) for a child or young person and has the right to make decisions about their care and upbringing

The term of office for a co-opted governor at a North Star Community Trust Academy is 4 years after which re-appointment will be considered in line with the academy advisory committee terms of reference

**Eligibility**

Where there is a vacancy and either / both the skills and experience of the individual are appropriate to that vacancy, a member of the community (who is neither a member of North Star Community Trust staff nor a parent of a registered pupil at the academy to which they are applying) is eligible to be nominated or nominate themselves for consideration of the position of co-opted governor; so long as they are not disqualified from holding office as outlined in the disqualifications section below.

Potential co-opted governors will be invited for an informal meeting with either the head teacher, chief executive officer, governance team or other members of the academy advisory committee.

If appointed, co-opted governors are expected to attend termly meetings and school visits during their term of office, as determined by the academy advisory committee.

It is a requirement of all governors to undertake a DBS check. The Trust will make the appropriate arrangements for this check with any successful candidate.

**Relevant skills and experience**

We want our co-opted community governors to be willing to serve the local community and who have skills and / or experience relevant to the needs of the academy vacancy such as: -

* communicating with diverse groups
* education and learning
* education law and / or legislation guidance
* fundraising experience
* leadership, target setting, monitoring and evaluating performance and programmes
* marketing
* parental and community engagement / public relations

As part of parental engagement, our co-opted governors will lead on complaint review panels (or investigations at the request of the Chief Executive Officer) in line with our complaints procedure and exclusion panels in line with both our exclusions procedure and Department for Education guidance.

**Reasons for disqualification**

In line with [Schedule 4 of The School Governance (Constitution) (England) Regulations 2012](https://www.legislation.gov.uk/uksi/2012/1034/schedule/4/made) (as amended), please see below a non-exhaustive list of reasons a person may be disqualified from becoming / removed from being a co-opted governor of our academy: -

Governance

* if they are not aged 18 or over at the date of their appointment (no registered pupil of an academy shall be a governor);
* if they are staff or employed by the Trust or paid to work more than 500 hours in any consecutive twelve-month period and would otherwise be defined as ‘staff’;
* continued non-attendance at meetings for a continuous period of 6 months (starting form the first missed meeting) without consent (or they have previously been a governor in another capacity and were removed for continued non-attendance at meetings fewer than 18 months ago);

Safeguarding

* refusal to engage with or complete the DBS check process;
* are included in the list of those unsuitable to work with children (as per [Section 1 of the Protection of Children Act 1999](https://www.legislation.gov.uk/ukpga/1999/14/contents) as determined by the Secretary of State);
* are disqualified from working with children (under [Sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000](https://www.legislation.gov.uk/ukpga/2000/43/contents))
* are barred form regulated activity relating to children (as per [Section 3(2) of the Safeguarding Vulnerable Groups Act 2006](https://www.legislation.gov.uk/ukpga/2006/47/section/3));
* are disqualified from registering for childminding or providing day care (as per [Part 2 of the Children and Families (Wales) Measure 2010](https://www.legislation.gov.uk/mwa/2010/1/part/2) and / or [Part 3 of the Childcare Act 2006](https://www.legislation.gov.uk/ukpga/2006/21/part/3);
* are prohibited from teaching (subject to a direction of the Secretary of State under [Section 142 of Education Act 2002](https://www.legislation.gov.uk/ukpga/2002/32/part/8/crossheading/misconduct-etc)) or any other disqualification, prohibition or restriction (which takes effect as if contained in such a direction);
* banned from being involved in the management or governance of schools (under [Section 128 of the Education and Skills Act 2008](https://www.legislation.gov.uk/ukpga/2008/25/section/128))

Custodial

* has been sentenced to 3 months or more in prison (whether suspended or not and without the option of a fine) in the 5 years before becoming a governor or since becoming a governor
* has received a prison sentence of 2½ years or more in the 20 years before becoming a governor;
* has at any time received a prison sentence of 5 years or more;
* has been convicted and fined for causing a nuisance or disturbance on education premises in the 5 years before or since becoming a governor (and whilst it should still be declared, a conviction for an offence given by a court outside the UK, which would not have constituted an offence in the UK, will be disregarded);

Financial

* have been declared bankrupt or, are the subject of a bankruptcy restrictions order or an interim order
* *their estate has been seized* for the benefit of creditors and the declaration of seizure hasn’t been discharged, annulled or reduced
* disqualified under the Company Directors Disqualification Act 1986 (or a disqualification order under part 2 of the Companies (Northern Ireland) Order 2002 or a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002 )
* are subject to an order made under Section 429 (2)(b) of the Insolvency Act 1986 (i.e. failure to pay under county court administration order);

Regulatory

* are disqualified from being a trustee due to any provision in the Companies Act 2006
* are disqualified from acting as a trustee due to section 178 of the Charities Act 2011
* they have been removed from the office of charity trustee for a charity by an order made by the Charity Commission or Commissioners of the High Court on the grounds of any misconduct or mismanagement in 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).

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| **Co-opted governor nomination form** | Logo, company name  Description automatically generated |

**Please write clearly using block capital letters where possible**

|  |  |
| --- | --- |
| Full name |  |
| Address and postcode |  |
| e-mail address |  |
| Tel / mobile |  |

**I wish to be considered as co-opted governor at** (please tick): -

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| **Text  Description automatically generated** | **Logo, company name  Description automatically generated** | **A picture containing text, clipart  Description automatically generated** | **A picture containing text, clipart  Description automatically generated** |
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Please provide a personal statement as to why you feel suited to the role and which demonstrates how you meet the requirements of the Academy advisory committee terms of reference available on the school website. We may also require a reference.

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| Continue on separate sheet if necessary. |
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I confirm I am eligible for consideration as co-opted governor. I am not disqualified for any of the reasons outlined in the disqualifications section of the accompanying document.

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| Signature\* |  | Date: |  |

\*Alternatively, we will accept a verified contact email address as proof of authenticity