



## Foundation Governor Information Form

### DIOCESE OF BRENTWOOD

#### Part 1 – Questions about you

##### 1. Your Personal Details

1.1 Surname:

1.2 Previous surname:

1.3 Full Christian

1.4 Christian Name by

Names:

which you are known:

1.5 Title:

1.6 Marital Status:

1.7 Date of Birth:

1.8 Home address:

1.9 Tel

1.10 Email

##### 2. Your Employment

2.1 Are you currently employed? Yes  No

If yes, complete employment details  
below:

Employer Name:

Employer Address:

Full time/Part time

##### 3. Your Education

3.1 Primary

School(s)

3.2 Secondary

School(s)

3.3 (3.1) Further &

Higher Education

3.4 (3.2)

Professional,  
vocational or trade  
qualifications

## Part 2 – Diocesan criteria

4.1 Are you a committed and practising Catholic?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2 Do you have children of compulsory school age? (if yes, list ages and schools at 4.9 below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3 Are you related to anyone who is employed to work at any Catholic school/college in the diocese? (if yes, give name of school/college, position and relationship at 4.9 below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4 Are you related to a member of the clergy within the diocese? (if yes, give the name of the cleric, his current position and your relationship at 4.9 below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5 Are you related to any director or governor of any Catholic school/college in the diocese? (if yes, give name of school/college and relationship at 4.9 below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.6 Are you, or have you ever been, a director or governor of any school? (if yes, give details of all of them, starting with the current or most recent including name of school/college, whether a director of an academy trust and/or a governor of a school, dates (from-to) at 4.9 below)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7 Total years' service on current governing body/bodies or board of directors of an academy trust (if applicable)	[From]	[To]
4.8 If applicable, total years' service as a foundation director or foundation governor:	[From]	[To]

4.9 If you have answered 'yes' to any of the questions at Part 2 above, please provide the details requested below, stating which question you are answering, if more than one:

## Part 3 – Commitment to Catholic Life and ancillary questions

5.1 Please provide information on your skills and experiences which you consider may be of benefit to the board of directors of a Catholic multi academy trust company.

5.2 Please provide information on your commitment to the Catholic faith and contribution to parish life and Catholic community

5.3 Please provide an explanation of what you believe you can contribute to the Catholic life of a Catholic multi academy trust as a foundation director.

5.4 Do you have access to a car or other transport of your own? Yes  No   
If no, do you rely on public transport? Yes  No

5.5 How far from home/work are you willing to travel to academy trust board/governing body meetings?

5.6 Please indicate if you are particularly interested in any of the following aspects of education: (you can tick more than 1)

Nursery  Primary  Secondary  Sixth Form  Special Needs

5.7 List the particular schools that you are interested to serve (if any) and state the reason why

5.8 Please use the space provided to set out any additional information you wish to be considered with your nomination (please note that you do not have to complete this box)

#### Part 4 – Questions relating to statutory disqualification

	Yes	No
6.1 Are you a registered pupil at a school within the diocese?	<input type="checkbox"/>	<input type="checkbox"/>
6.2 Have you ever been disqualified from the office of director for failure to attend director and/or governing body meetings for a continuous period of 6 months or more?	<input type="checkbox"/>	<input type="checkbox"/>
6.3 Have you had your estate sequestrated?	<input type="checkbox"/>	<input type="checkbox"/>
6.4 Are you subject to:		
i. a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986 or the Company Directors Disqualification (Northern Ireland) Order 2002?	<input type="checkbox"/>	<input type="checkbox"/>
ii. a bankruptcy restrictions order or a debt relief restrictions order (interim or otherwise)?	<input type="checkbox"/>	<input type="checkbox"/>
iii. an order made under Section 429(2)(b) of the Insolvency Act 1986?	<input type="checkbox"/>	<input type="checkbox"/>
6.5 Have you ever been removed:		
i. from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or the High Court?	<input type="checkbox"/>	<input type="checkbox"/>
ii. under s.34 of the Charities and Trustee Investment (Scotland) Act 2005, from being concerned in the management or control of any body?	<input type="checkbox"/>	<input type="checkbox"/>
6.6 Are you:		
i. included on the list kept under s.1 of the Protection of Children Act 1999?	<input type="checkbox"/>	<input type="checkbox"/>
ii. subject to a direction of the Secretary of State under s.142 of the Education Act 2002 or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction?	<input type="checkbox"/>	<input type="checkbox"/>
iii. barred from regulated activity relating to children in accordance with s.3(2) of the Safeguarding Vulnerable Groups Act 2006?	<input type="checkbox"/>	<input type="checkbox"/>
iv. disqualified from working with children under ss28, 29 or 29A of the Criminal Justice and Court Services Act 2000?	<input type="checkbox"/>	<input type="checkbox"/>
v. disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 or child minding or providing day care?	<input type="checkbox"/>	<input type="checkbox"/>
vi. disqualified from registration under Part 3 of the Childcare Act 2006?	<input type="checkbox"/>	<input type="checkbox"/>
6.7 Have you ever been convicted of:		

i.	an offence involving violence, dishonesty or deception, or any sexual offence which is not a protected offence?	<input type="checkbox"/>	<input type="checkbox"/>
ii.	causing a nuisance or disturbance on school and/or educational premises?	<input type="checkbox"/>	<input type="checkbox"/>
6.8	Have you received a sentence of imprisonment (whether suspended or not), in the UK or elsewhere, for a period of not less than three months?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered 'yes' to any question at Part 4, you must provide full details on a separate sheet enclosing any relevant documents.

## Part 5 – Declaration

I

\*am a committed and practising Catholic in good standing with the Church

\*am a Catholic priest/deacon in the Diocese of Brentwood [or religious order]

(\*delete as applicable)

I wish to offer to serve the Diocese of Brentwood in the ministry of Foundation Governor. I understood the criteria for appointment and, to the best of my knowledge am eligible for appointment.

In offering to serve as a Foundation Governor in the Diocese of Brentwood, I undertake that I will serve the Bishop of Brentwood faithfully in this ministry. If appointed, I declare that I will be able and willing to give priority to my duties as a Foundation Governor and will undertake to discharge those duties with due care and diligence.

I will undertake:

- To preserve and develop the Catholic character of the academy trust and the Catholic schools or colleges operated by the trust to which I am appointed;
- To ensure that the academy trust operates within its Articles of Association and that the schools are conducted in accordance with the Diocesan trust deed and their particular ethos statement, which includes the provisions of:
  - Canon law;
  - The Curriculum Directory and Bishops' statements on religious education; and
  - Any Diocesan directives relating to schools/colleges;
- To become familiar with, to support and implement the policies and procedures of the diocese, including the Bishop's policies on education, including religious education, and the directives issued by the Bishops collectively, specifically the Diocesan Guidance on Academies, the Bishops' Memorandum on the Appointment of Teachers in Catholic Schools and the Admissions Guidance, and to represent those policies and directives to the academy trust board and any academy committee or committees established in respect of the schools;
- To consider not only the interests of the academy trust and the individual schools for which it is responsible, but the interests of other Catholic schools and colleges and of Catholic education throughout the diocese;
- To respond to the needs of the Catholic community as a whole as represented by the Bishop;
- To attend relevant training including foundation governor induction training, as soon as possible; and
- In all actions, serving as a witness to the Catholic faith.

I declare that I am not disqualified by law from appointment as a foundation governor. I confirm that I agree to a barred list check being made on me or any subsequent checks that may be required by law or good practice. I understand that any refusal to do so will result in the termination of any appointment. I consent to the information given on this form and other information collected with it being held and processed by the Diocese of Brentwood, including the sharing of data with third parties where required, in accordance with diocesan policy.

I undertake that I shall tender my resignation as a foundation governor if my circumstances change so as to contravene the diocesan expectations at any time during the tenure of office or if, in the opinion of the Ordinary, my resignation would be in the best interests of Catholic education.

I understand and accept that the appointment and removal of foundation governors is at the absolute discretion of the Ordinary and that, because of the nature of the decision-making process, the Ordinary will not normally be able to engage in any discussion or correspondence with me and/or any third party where my nomination does not result in my appointment.

Signed

Dated.....