



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 **registered pupil** is a pupil on roll at a CHAT Academy (including our nurseries).

A **parent** is defined by Section 576 of the [Education Act 1996](#) as a person who has parental responsibility (as defined in the [Children Act 1989](#)) 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 CHAT Academies 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 CHAT Academies staff nor a parent of a registered pupil at the academy which they are approaching) 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 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 academy will make the appropriate arrangements for this check with any successful candidate.

Relevant skills and experience

We want our co-opted 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.

Disqualifications

Whilst they apply only in relation to maintained schools, CHAT Academies aligns itself with [The School Governance \(Constitution\) \(England\) Regulations 2012](#) with regard to the disqualification of school governors. Please see below a non-exhaustive list of reasons a person may be disqualified from becoming a co-opted governor of a CHAT Academy: -

- they are employed by CHAT Academies or paid to work more than 500 hours in any consecutive twelve-month period and would otherwise be defined as 'staff';
- they are not aged 18 or over at the date of their appointment (no current pupil of an academy shall be a governor);
- they have previously been a governor in another capacity and were removed for continued non-attendance at meetings fewer than 18 months ago;
- Continued non-attendance at meetings;
- Refusal to engage with or complete the DBS check process;
- Included in the list kept under Section 1 of the Protection of Children Act 1999 (list of those considered by the Secretary of State as unsuitable to work with children);
- Subject to a direction of the Secretary of State under section 142 of EA 2002 (or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction);
- Barred from regulated activity relating to children in accordance with Section 3(2) of the Safeguarding Vulnerable Groups Act 2006);
- Disqualified from working with children under sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000;
- Disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 for child minding or providing day care;
- Disqualified from registration under Part 3 of the Childcare Act 2006;
- Detained under the Mental Health Act 1983;
- Has been sentenced to 3 months or more in prison (whether suspended or not and without the option of a fine) within the last 5 years before becoming a governor or since becoming a governor (whether in the UK or elsewhere);
- Has received a prison sentence of 2½ years or more within the last 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 during the 5 years prior to or since appointment or election as a governor. 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;

- Their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced or they are the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order;
- They are 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 2002, a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002 or to an order made under Section 429 (2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- 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, or under Section 34 of the Charities and Trustee Investment (Scotland) Act 2005) from being concerned in the management or control of any body.



Co-opted governor nomination form

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): -

 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>
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Personal statement / background / experience (we may also require a reference)

Continue on separate sheet if necessary.

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

Signature

Date: