



Wildern Academy Trust

Wildern School

Local Governing Body Application Form

Wildern Academy Trust is built on three key words;

CARE, OPPORTUNITY and QUALITY

and that ***every student matters, every moment counts***. We are a comprehensive school in the heart of our community and are very proud of the relationships we have with our students, parents and local residents. We are a National Teaching School and believe passionately in quality education for all and the significant part we play in ensuring this both within our own community and beyond.

The three stated academy aims for Wildern School are:

1. To enhance the opportunities and successes enjoyed by all present and future students and staff.
2. To develop further the school's track record of contributing to school improvement, innovation and transformation both within the school, locally within our immediate family of schools and for the wider system as a whole.
3. To develop further the schools' wider community role and our contribution to opportunities for our stakeholders in our immediate community, particularly in the arts and sport.

Personal details (please print)

Title: First Names:

Surname:

Address and Postcode:	Contact address (if different):
<input type="text"/>	<input type="text"/>

E mail address:

Daytime telephone: Evening telephone:

Mobile:

Other information

Category of Local Governor: Parent/Staff/Appointed (please delete as applicable)

How did you find out about the vacancy?

Have you ever been or are you currently a Governor? Yes No

If yes please give details of the academy/school, type of Governor and period of office:

Note: in the case of parent/staff governor applications the following two sections will form the election statement if one is necessary.

Reasons for applying

Experience and 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 Local Governor of **Wildern School**.

Please evaluate your skill level for each of the following areas (1 – no knowledge or experience; 2- some understanding and experience; 3 – confident and experienced)

	grading	Brief explanatory note
Corporate Governance		
Education, particularly secondary education		
Human Resources		
Information Technology		
Public Sector		
Safeguarding / child protection / social services		

Expectations

The Trust Board of **Wildern Academy Trust** have high expectations of the students and staff of the Academy and of themselves. Consequently Local Governors are required to:

- attend regularly meetings of the Local Governing Body (twice termly);
- complete a Due Diligence Form, including a Declaration of Pecuniary and Other Interests and an undertaking to uphold the objectives of the Academy Trust as detailed in the Articles of Association;
- complete a Disclosure and Barring Service (DBS) check;
- provide proof of identity and right of residence.

Disclosure and Barring Service Checks

Wildern Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our election practices reflect this commitment. All Local Governing Body governors will be subject to Disclosure and Barring Service checks, including a Section 128 check.

Disqualification Criteria

Local Governing Body Governors will be subject to the same Disqualification criteria as Trustees under the current Articles of Association, dated February 2016, specifically article 80 which states Articles 68 to 74, Articles 77 to 79 and Articles 97 to 98 also apply to any member of any committee or delegate of the Trustees, including a Local Governing Body, who is not a Trustee. Please see the full criteria at the end of this application form.

Data Protection

The information that you provide on this form will be held on a computerised database maintained by **Wildern Academy Trust**. The data will be used in accordance with the principles set out in the General Data Protection Regulations (GDPR) 2018, which protects the right to privacy of individuals whose personal details are held by the data controller. The School will only make details available to the Department for Education or Companies House or any other body involved with the business of the Trust Board as necessary.

Please note that Governor contact information is shared amongst the Trust Board and should be treated as confidential. Individuals leaving the Trust Board will be expected to destroy all such information.

Disability - optional

The law says a person is disabled if they have “a physical or mental impairment which has a substantial and long term adverse effect on a person’s ability to carry out normal day-to-day activities”.

Do you consider yourself to have an impairment of this type? Yes No

If yes – please could you tick any of the following descriptions that may apply to you:

Mobility difficulty	<input type="checkbox"/>	Learning difficulty	<input type="checkbox"/>
Hearing difficulty	<input type="checkbox"/>	Mental health issues	<input type="checkbox"/>
Difficulty seeing	<input type="checkbox"/>	Other	<input type="checkbox"/>

This information will be handled sensitively to ensure you are supported as you wish.

Declaration

I have read the disqualification criteria and confirm that I am not disqualified from serving as a governor and that in the event that I am elected/appointed to the Local Governing Body of **Wildern School**, I will notify the Clerk to the Board immediately should I become disqualified during my term of office. I understand that it is an offence to serve as a governor whilst disqualified.

Governors elected/appointed will normally take office for a term of four years from the date of the next Trust Board meeting following their appointment.

I agree to the information given on this form being recorded and used by the academy in accordance with the GDPR and confirm that it is correct and complete to the best of my knowledge and belief.

Signed:

Date:

The completed form should be returned to:

The Clerk to the Trust Board
Wildern School
Wildern Lane
Hedge End
Southampton
SO30 4EJ

Where do I Start? Some Guidance for new/prospective Local Governors

I am sure that you would find the role of Local Governor both rewarding, interesting and an opportunity to contribute to the school and local community.

As a Local Governor you will be required, in addition to the items listed under 'Expectations', to:

- attend an Induction meeting with the Executive Headteacher, Headteacher, Chair of the Trust Board and your assigned mentor;
- attend school events and planning meetings wherever possible;
- carry out link visits with subject teachers.

The Local Governors at Wildern work in partnership with others in the school community, to provide an environment within which students are able to be safe, thrive, enjoy school life and aspire to achieve their potential. In so doing, Local Governors have a wide range of responsibilities including;

- helping to raise the standards of student achievement;
- contributing to the planning of the Academy's future direction;
- monitoring the performance of the School and its staff thus developing the role of critical friend;
- monitoring the performance of the School to parents and the wider community and reporting to the Trust Board.

The LGB is made up of individuals who bring a range of personal and professional experience to provide both challenge and a collective support to the staff of the School, in providing quality personal and academic learning for students.

In order to carry out their role, Local Governors need to become familiar with:

- The background to the Academy and School itself;
 - the context within which it operates (the constantly changing national educational scene and the wider community);
 - the aspirations of its students and parents.
- Its current status, via;
 - the latest Ofsted report and requirements;
 - recent newsletters;
 - the Academy and School website;
 - minutes of recent Local Governors' Meetings;
 - talking to other Local Governors.
- Its people;
 - the Headteacher and the staff;
 - the students;
 - the Chair of the Trust Board;
 - the Clerk to the Trust Board;
 - the other members of the Trust Board.
- The Academy's plans for the future;
 - the vision that the Academy and School has for the future;
 - the current Strategic and Improvement Plans;
 - any significant current or imminent projects.

In carrying out their role individual Local Governors should:

- Remember they are not responsible for the day-to-day running of the School, which is a role delegated to the Headteacher;
- Respect the Headteacher's position as professional leader of the School;
- Represent his or her own views, not those of his or her 'constituency' (parents; staff; a particular business; their own child);
- Be prepared to present and at times debate his or her case, but accept and support the majority view;
- Respect issues of confidentiality;

- Attend/complete appropriate training (including e-learning);
- Enjoy contributing to the education of young people.

Inevitably a new Local Governor will feel somewhat overwhelmed and guidance notes such as these often increase rather than ease that feeling. When you have questions to ask, please do so. This can most easily be done by contacting:

- The Trustee/Governor assigned as your mentor;
- Annette Towgood, the Clerk;
- Mary-Lou Litton and me - you should have a more formal meeting with us within your first two terms.

On appointment you will receive access to:

- Governance Handbook and Competency Framework;
- Pecuniary Interests Guidance;
- The Articles of Association of the Wildern Academy Trust;
- The Governance Plan;
- The Scheme of Delegation;
- Committee Terms of Reference;
- Recent Local Governing Body minutes;
- School Policies;
- The Trustees' Code of Conduct.

In return our Trust Board commits to;

- providing you with a structured induction;
- providing access to training;
- providing you with an experienced Local Governor as a mentor;
- providing informal feedback on your contribution as a Local Governor on an annual basis.

Glenda Lane
Chair of Wildern Academy Trust Board

**DISQUALIFICATION OF TRUSTEES – ARTICLES OF ASSOCIATION OF WILDERN ACADEMY TRUST
COMPANY NUMBER : 07554117**

68. No person shall be qualified to be a Trustee unless he is aged 18 or over at the date of his election or appointment. No current pupil or current student of any of the Academies shall be a Trustee.
69. A Trustee shall cease to hold office if he becomes incapable by reason of illness or injury of managing or administering his own affairs.
70. A Trustee shall cease to hold office if he is absent without the permission of the Trustees from all their meetings held within a period of six months and the Trustees resolve that his office be vacated.
71. A person shall be disqualified from holding or continuing to hold office as a Trustee if -
- a. he has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
 - b. he is the subject of a bankruptcy restrictions order or an interim order.
72. A person shall be disqualified from holding or continuing to hold office as a Trustee at any time when he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
73. A Trustee shall cease to hold office if he ceases to be a Trustee by virtue of any provision in the Companies Act 2006, is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).
74. A person shall be disqualified from holding or continuing to hold office as a Trustee if he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible or to which he was privy, or which he by his conduct contributed to or facilitated.
75. Not used.
76. Not used.
77. A person shall be disqualified from holding or continuing to hold office as a Trustee where he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011.
78. After the first Academy has opened, a person shall be disqualified from holding or continuing to hold office as a Trustee if he has not provided to the chairman of the Trustees a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997. In the event that the certificate discloses any information which would in the opinion of either the chairman or the Chief Executive Officer confirm their unsuitability to work with children that person shall be disqualified. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Secretary of State to determine the matter. The determination of the Secretary of State shall be final.
79. Where, by virtue of these Articles a person becomes disqualified from holding, or continuing to hold office as a Trustee; and he is, or is proposed, to become such a Trustee, he shall upon becoming so disqualified give written notice of that fact to the Clerk.
80. Articles 68 to 74, Articles 77 to 79 and Articles 97 to 98 also apply to any member of any committee or delegate of the Trustees, including a Local Governing Body, who is not a Trustee.

CONFLICTS OF INTEREST

97. Any Trustee who has or can have any direct or indirect duty or personal interest (including but not limited to any Personal Financial Interest) which conflicts or may conflict with his duties as a Trustee shall disclose that fact to the Trustees as soon as he becomes aware of it. A Trustee must absent himself from any discussions of the Trustees in which it is possible that a conflict will arise between his duty to act solely in the interests of the Academy Trust and any duty or personal interest (including but not limited to any Personal Financial Interest).
98. For the purpose of Article 97, a Trustee has a Personal Financial Interest in the employment or remuneration of, or the provision of any other benefit to, that Trustee as permitted by and as defined by Articles 6.5-6.8A.

OBJECTS

4. The Academy Trust's objects ("the Objects") are specifically restricted to the following:
 - a. 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 offering a broad and balanced curriculum ("**the Academy**")
 - b. to promote for the benefit of the inhabitants of Southampton and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of the life of the said inhabitants.
5. In furtherance of the Objects but not further or otherwise the Academy Trust may exercise the following powers:
 - a. to draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other instruments, and to operate bank accounts in the name of the Academy Trust;
 - b. to raise funds and to invite and receive contributions provided that in raising funds the Academy Trust shall not undertake any substantial permanent trading activities and shall conform to any relevant statutory regulations;
 - c. to acquire, alter, improve and (subject to such consents as may be required by law) to charge or otherwise dispose of property;
 - d. subject to Articles 6.6-6.8 below to employ such staff, as are necessary for the proper pursuit of the Objects and to make all reasonable and necessary provision for the payments of pensions and superannuation to staff and their dependants;
 - e. to establish or support, whether financially or otherwise, any charitable companies, trusts, associations or institutions formed for all or any of the Objects;
 - f. to co-operate with other charities, other independent and maintained schools, academies and institutions within the further education sector, voluntary bodies and statutory authorities operating in furtherance of the Objects and to exchange information and advice with them;
 - g. to pay out of funds of the Academy Trust the costs, charges and expenses of and incidental to the formation and registration of the Academy Trust;
 - h. to establish, maintain, carry on, manage and develop the Academies at locations to be determined by the Trustees;
 - i. to offer scholarships, exhibitions, prizes and awards to pupils and students former pupils and former students, and otherwise to encourage and assist the educational attainment of pupils and students and former pupils and former students;
 - j. to provide educational facilities and services to students of all ages and the wider community for the public benefit;
 - k. to carry out research into the development and application of new techniques in education and to their approach to curriculum development and delivery and to publish the results of such research, and to develop means of benefiting from application of the experience of industry, commerce, other schools, educational institutions and the voluntary sector to the education of pupils and students in academies;
 - l. subject to such consents as may be required by law and/or by any contract entered into by or on behalf of the Academy Trust, to borrow and raise money for the furtherance of the Objects in such manner and on such security as the Academy Trust may think fit;
 - m. to deposit or invest any funds of the Academy Trust not immediately required for the furtherance of its Objects (but to invest only after obtaining such advice from a financial expert as the Trustees consider necessary and having regard to the suitability of investments and the need for diversification);
 - n. to delegate the management of investments to a financial expert, but only on terms that:
 - i. the investment policy is set down in writing for the financial expert by the Trustees;
 - ii. every transaction is reported promptly to the Trustees;
 - iii. the performance of the investments is reviewed regularly with the Trustees;
 - iv. the Trustees are entitled to cancel the delegation arrangement at any time;
 - v. the investment policy and the delegation arrangement are reviewed at least once a year;
 - vi. all payments due to the financial expert are on a scale or at a level which is agreed in

advance and are notified promptly to the Trustees on receipt; and

- vii. the financial expert must not do anything outside the powers of the Trustees;
- o. to arrange for investments or other property of the Academy Trust to be held in the name of a nominee company acting under the control of the Trustees or of a financial expert acting under their instructions, and to pay any reasonable fee required;
- p. to provide indemnity arrangements to Trustees in accordance with, and subject to the conditions of section 232 to 235 of the Companies Act 2006, section 189 of the Charities Act 2011 or any other provision of law applicable to charitable companies and any such indemnity is limited accordingly;
- q. not used;
- r. to establish subsidiary companies to carry on any trade or business for the purpose of raising funds for the Academy Trust; and
- s. to do all such other lawful things as are necessary for or are incidental to or conducive to the achievement of the Objects.

6.1 The income and property of the Academy Trust shall be applied solely towards the promotion of the Objects.

PARENT TRUSTEES

53. In circumstances where the Trustees have not appointed Local Governing Bodies in respect of the Academies as envisaged in Article 100a or if no provision is made for at least 2 Parent Local Governors on each established Local Governing Body pursuant to Article 101A there shall be a minimum of two Parent Trustees and otherwise such number as the Members shall decide who shall be appointed or elected in accordance with Articles 54 - 56.

54. Parent Trustees and Parent Local Governors shall be elected or, if the number of parents, or individuals exercising parental responsibility, standing for election is less than the number of vacancies, appointed (in accordance with the terms of reference determined by the Trustees from time to time). The elected or appointed Parent Trustees must be a parent, or an individual exercising parental responsibility, of a registered pupil at one or more of the Academies at the time when he is elected or appointed. The elected (or, if the number of parents or individuals exercising parental responsibility standing for election is less than the number of vacancies, appointed) Parent Local Governors of the Local Governing Body must be a parent, or an individual exercising parental responsibility, of a registered pupil at one or more of the Academies overseen by the Local Governing Body at the time when he is elected or appointed.

54AA In the case of 16-19 Academies, references to 'a parent, or an individual exercising parental responsibility, of a registered pupil at one or more of the Academies' in Article 54 shall be deemed to be references to 'a parent or an individual exercising parental responsibility of, a registered student at that 16-19 Academy' or, in circumstances where no parent, or an individual exercising parental responsibility, of a registered student at the 16-19 Academy is willing or able to act as a Parent Trustee or a Parent Local Governor, references to 'a parent, or an individual exercising parental responsibility, of a registered pupil at one or more of the Academies' shall be deemed to be references to 'a parent, or an individual exercising parental responsibility, of a child of above compulsory school age but not above the age of 19.

54A. The number of Parent Trustees and Parent Local Governors required shall be made up by Parent Trustees and Parent Local Governors appointed by the Trustees if the number of parents, or individuals exercising parental responsibility, standing for election is less than the number of vacancies.

55. The Trustees shall make all necessary arrangements for, and determine all other matters relating to, an election of the Parent Trustees or Parent Local Governors, including any question of whether a person is a parent, or an individual exercising parental responsibility, of a registered pupil at one of the Academies. Any

election of the Parent Trustees or Parent Local Governors which is contested shall be held by secret ballot. For the purposes of any election of Parent Local Governors, any parent, or an individual exercising parental responsibility, of a registered pupil at the Academies overseen by the Local Governing Body shall be eligible to vote.

56. In appointing a Parent Trustee or Parent Local Governor the Trustees shall appoint a person who is the parent, or an individual exercising parental responsibility, of a registered pupil at an Academy as described in Articles 54 and 54AA; or where the Trustees are exercising their power to appoint a Parent Trustee or Parent Local Governor and it is not reasonably practical to appoint a parent, or an individual exercising parental responsibility, as described in Articles 54 and 54AA, then the Trustees may appoint a person who is the parent, or an individual exercising parental responsibility, of a child within the age range of at least one of the Academies or, in the case of an appointment to a Local Governing Body, the age range of at least one of the Academies overseen by that Local Governing Body.