**Academy Governance Committee (AGC)  
Parent, Staff or Community AGC Member Application Form**

Application to become: Parent Academy Governance Committee Member   
 Staff Academy Governance Committee Member   
 Community Academy Governance Committee Member

|  |  |
| --- | --- |
| Academy |  |
| Full Name |  |
| Title |  |
| Home Address |  |
| Postcode |  |
| Phone Number |  |
| Email Address |  |
| Occupation (if retired, occupation before retirement) |  |
| Are you the parent of a child at the academy? | **Yes  No** |
| When does your youngest child due to leave the academy? |  |
| Are you related to any other member of the AGC or employee of the academy\*? | **Yes No** |
| IfYes,please provide name and relationship |  |
| Is this your first term of office as a Governor? | **Yes  No** |
| If no is this a re-appointment? | **Yes  No** |
| Are you a Governor in any other school or academy? | **Yes  No** |
| IfYes,please give name of school / academy |  |

By signing this form I confirm that I have read the declaration and the qualification/disqualification on pages 3 and 4Signature



The following information may be shared in support of your application in the event of a ballot:

|  |
| --- |
| Please give your reasons for applying to be an AGC Member, particularly any educational interests if applicable? |
| Any other information you may wish to offer in support of your nomination (e.g any skills you may have that you feel could be put to good use in helping a local governing body to discharge its many responsibilities). |

The applicant needs to ask two people to support this application, the proposer and seconder are signing to say they know the applicant and feel the applicant will make a good Academy Governance Committee Member. Neither the proposer or seconder can be a relative of the applicant, no more than one on them should be staff at the academy, and ideally should not be the Head.

**Proposer:** Name:

Address:

Postcode:

Signature of proposer:



**Seconder:** Name:

Address:

Postcode:

Signature of seconder:



**PLEASE RETURN THIS COMPLETED FORM TO:** [**louise.beale@covmat.org**](mailto:louise.beale@covmat.org)

**Declaration:**

I am willing to serve as an Academy Governance Committee Member for a term of four years from the date of my appointment.

* I recognise that the Trust is inclusive of all people regardless of gender, religion, ethnicity, origin or disability. The academy serves the local community and is for children of all faiths and none.
* I agree to support and maintain the Christian Foundation of the academy and to support the principles underlying the academy’s Trust Deed, by ensuring the academy is distinctively Christian, and that Christian values, principles and beliefs are central to its ethos, curriculum, relationships and work.
* I agree to do all I can to familiarise myself with my duties as an Academy Governance Committee Member, and with the whole life and work of the academy.
* I confirm that I am willing to attend Continuous Professional Development (CPD) courses arranged by the Multi Academy Trust in support of and for the development of my role and duties as an Academy Governance Committee Member.
* I declare that I am eligible for, and not disqualified from, appointment as an AGC Member - see “Qualifications and Disqualifications for Role of Governor” information supplied on Page 3 & 4 of this form
* If at any time, I consider that I can no longer be bound by the terms of this declaration, I confirm that I will immediately submit my resignation.
* I agree to a Disclosure and Barring Service (DBS) check being carried out in respect of my nomination as an Academy Governance Committee Member, if required.
* I agree that the Multi Academy Trust may make the details on this form available to others involved in governance matters within the Diocese of Coventry.
* I understand that my information will be held on the Government Register of Schools and Colleges in England which is updated online.
* I am eighteen years of age or above.

**Parent AGC Members please note:**

(I) A person is disqualified from election or appointment as a parent AGC Member if they work at the academy for more than 500 hours in any school year.   
(II) In addition a person may not be appointed as a parent AGC Member unless they are a parent of a registered pupil at the academy.

**Staff AGC Members please note:**

(I) At least one staff AGC Member (in addition to the Headteacher) must be a teacher but if no teacher stands for election a member of the support staff can be elected to take their place.  
(II) A staff member may not propose more than one nominee.  
(III) Any staff in service at the academy at the time of the election has the right to participate in the election including (a) staff contracted to an Area but assigned to the academy; (b) temporary (but not supply) teachers; and (c) peripatetic staff (on the understanding that they vote at the academy at which they spend most time).

**Qualifications and Disqualifications for Role of AGC Member:**

A person is disqualified from holding, or continuing to hold, office as a governor (AGC Member) if any of the following conditions apply.

* No person shall be qualified to be an AGC Member unless he/she is aged 18 or over at the date of his/her election or appointment. No current pupil of any of the academies shall be an AGC Member.
* An AGC Member shall cease to hold office if he/she becomes incapable by reason of mental disorder, illness or injury of managing or administering his/her own affairs.
* An AGC Member shall cease to hold office if he/she is absent without the permission of the AGC Members from all their meetings held within a period of six months and the AGC Members resolve that his/her office be vacated.
* A person shall be disqualified from holding or continuing to hold office as an AGC Member if
  + his/her estate has been sequestrated and the sequestration has not been discharged, annulled or reduced; or
  + he/she is the subject of a bankruptcy restrictions order or an interim order.
* A person shall be disqualified from holding or continuing to hold office as an AGC Member 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).
* An AGC Member shall cease to hold office if he/she ceases to be a Director by virtue of any provision in the Companies Act 2006 or 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).
* A person shall be disqualified from holding or continuing to hold office as an AGC Member if he/she 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/she was responsible or to which he/she was privy, or which he/she by his/her conduct contributed to or facilitated.
* A person shall be disqualified from holding or from continuing to hold office as an AGC Member at any time when he/she is:
  + included in the list kept by the Secretary of State under section 1 of the Protection of Children Act 1999; or
  + disqualified from working with children in accordance with Section 35 of the Criminal Justice and Court Services Act 2000; or
  + barred from regulated activity relating to children (within the meaning of section 3(2) of the Safeguarding Vulnerable Groups Act 2006).
* A person shall be disqualified from holding or continuing to hold office as an AGC Member if he/she is a person in respect of whom a direction has been made under section 142 of the Education Act 2002 or is subject to any prohibition or restriction which takes effect as if contained in such a direction.
* A person shall be disqualified from holding or continuing to hold office as an AGC Member where he/she 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.
* After the first Academy has opened, a person shall be disqualified from holding or continuing to hold office as an AGC Member if he has not provided to the chairman of the AGC 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.
* Where, by virtue of the Articles of the Diocese of Coventry Multi Academy Trust a person becomes disqualified from holding, or continuing to hold office as an AGC Member; and he/she is, or is proposed, to become such an AGC Member, he/she shall upon becoming so disqualified give written notice of that fact to the Clerk to the AGC.

Full details of the Regulations covering the disqualification criteria can be found in Articles 68 – 79 of the Company Articles of Association.