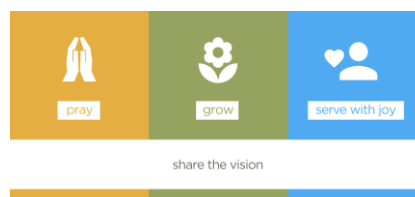


EXETER DIOCESAN EDUCATION NETWORK (EDEN)

Foundation Director Nomination Form.

Before completing this form please read the accompanying notes.



FOUNDATION DIRECTOR NOMINATION FORM

Name of Multi-Academy Trust:

Full name (First, middle name(s) & surname):

Mr/Mrs/Miss/Other (please circle)

Date of birth:

Any previous surnames/maiden name:

Address:

Postcode:

Telephone number:

email address:

Occupation:

Are you the parent of a child(ren) attending any of the academies in the MAT?
Yes/No

Identification Documents checked:
(Any of the documents used for DBS check are sufficient)

Checked by (name):
Position:

Signature:

DBS Number (if available)

Data Protection

I consent to the information I have given on this application form being held on file under the terms of the Data Protection Act 1998.

Signed:

Date:

Details of experience or skills likely to contribute to the work of the Board of Directors.
Please use your professional and personal experiences as well as your church life.

Please indicate briefly your reasons for wishing to become a Foundation Director. Please include your understanding of the role.

If seeking RE-APPOINTMENT

How long have you been a foundation director?

Please detail the training you have undertaken in the past 4 years.

You may need help from your Clerk.

Please note EDEN will not consider reappointments where a Foundation Director has not attended Foundation Director Induction training during their first term of office. Foundation Directors seeking a third or subsequent term of office will be required to undertake this training within 12 months of reappointment.

Declaration

I confirm that I am committed to supporting the principles underlying the Trust Deeds of the church academies in this Multi-Academy Trust in accordance with the doctrines and practices of the Church of England. I acknowledge the responsibility to support and uphold the faith and beliefs of the Church of England within the academies. I have read the roles and responsibilities document issued by the Exeter Diocesan Board of Education on behalf of EDEN and duly acknowledge to undertake

Signed:

Date:

Eligibility Criteria

I declare that I am not disqualified from serving as a foundation director and that:

- I am aged 18 or over at the date of this election or appointment;
- I do not hold more than one governorship of the same Multi-academy Trust at any one time;
- I am not detained under the Mental Health Act 1983;
- I am not subject to bankruptcy restrictions order or an interim order or had a sequestration of my estate awarded and (in either case) not been discharged and the bankruptcy order has not been annulled or rescinded;
- I am not subject to a disqualification order under the Company Directors Disqualification Act 1986 or disqualification under Part 2 of the Companies (Northern Ireland) Order 1989 or a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002 or an order made under section 429(2)(b) of the Insolvency Act 1986
- I have not been removed from the office of trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which I was responsible or to which I was privy, or to which I contributed or which I facilitated by my conduct; or been removed, under Charities and Trustee Investment (Scotland) Act 2005, from being concerned in the management or control of any body;
- I am not included in the list kept under SI Protection of Children Act 1999 or subject to a direction of the Secretary of State under SI42 Education Act 2002 (or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction);
- I am not disqualified from working with children under sections 28 or 29A of the Criminal Justice and Court Services Act 2000;
- I am not disqualified from registration under Part 10A Children Act 1989 for child minding or providing day care or from registration under Part 3 of the Childcare act 2006
- I am not disqualified from being the proprietor of any independent school or from being a teacher or other employee in any school;
- I have not, in the five years prior to becoming a governor taking effect, received a sentence of imprisonment, suspended or otherwise, for a period of not less than three months without the option of a fine;
- I have not, at any time, had passed on me a sentence of imprisonment for a period of not less than five years or had passed on me a sentence of imprisonment for a period of not less than two and a half years in the preceding 20 years;
- I have not been convicted or fined, in the five years prior to becoming a governor, for causing a nuisance or disturbance on education premises pursuant to S. 547 Education Act 1996;

Signature..... Date.....

Signing this confirms none of the above apply to you. If any do please speak to your Clerk.

Foundation Director Reference

Name of Nominated Foundation Director:

Multi-Academy Trust:

Name of Referee: *(this should be the Parish Priest (where there is no Parish Priest a churchwarden or member of the PCC) or minister of another Christian denomination.*

Position:

Church commitment:

Please tick: -

This person is known to me personally as a regular member of the congregation (church) and understands the role of a Foundation Director

This person is not a member of the congregation (church), but we have met and discussed the role of the Foundation Director. He/she has an understanding of what is expected and is willing to make a commitment to the Christian ethos of the academy

How long have you known this person?

In what capacity do you know this person?

Further comment:

Signed:..... Date.....

Nominees' suitability has been checked with the Chair of Directors and CEO

Signature of EDEN representative Date

Please ensure the EDEN representative is aware of the nomination before the form is completed and their signature obtained only after the reference is given)

(for office use only)

Signature of EDEN Date.....

Please read the notes on completing and submitting this form
When form is complete please send to Sarah Owen, Governance and Admissions Support, The Old Deanery, The Cloisters Exeter EX1 1HS or email to governance@exeter.anglican.org

Roles and Responsibilities of Foundation Directors appointed by EDEN

The Exeter Diocesan Education Network (EDEN) is very grateful that you have put yourself forward to become a Foundation Director for the Multi Academy Trust in the Diocese of Exeter.

The role of Directors in schools today is challenging and yet many find the opportunity to serve the school in the community very rewarding. The Church School is an example of the Church working in the community and working for the community. The term of office is usually four years.

Foundation Directors exercise the same general responsibilities as other Directors:

- Developing and monitoring school improvement
- Ensuring the safety and wellbeing of all members of the MAT and their communities
- The strategic oversight of all academies in the MAT – the aims, policies and general conduct
- Appointing staff
- Monitoring RE and Collective worship
- Performance Management of the CEO and headteachers and reviewing staff performance management
- Overseeing the school environment, including buildings
- Budget and financial management
- Ensuring that the MAT complies with all legal requirements
- Provides links with the local communities

It is essential that a Foundation Director is able to:

- Support the principles underlying the Trust Deeds of the CofE academies in accordance with the doctrines and practices of the Church of England
- Preserve and develop the religious character of the school
- Uphold the Objectives of the Academy Trust
- Understand and consider the issues facing the MAT without bias
- Observe confidentiality
- Attend meetings and visit the academies as part of the monitoring role
- Attend appropriate training
- Give regular reports to the PCC (s) on the work of the MAT

Foundation Directors are appointed by the Foundation Member/s. In the majority of cases this will be EDEN. As part of the appointment process EDEN will want to see evidence and examples of working within these responsibilities either as a Governor or in a professional capacity. It is a requirement on appointment that Foundation Directors undertake initial Induction training and ongoing training specific to their role or portfolio.

It is an explicit requirement that all appointed Directors have the skills required to contribute to effective governance and the success of the Trust. Foundation Directors need to have a strong commitment to the role and to improving outcomes for children, the inquisitiveness to question and analyse and the willingness to learn.

Notes on completing the Foundation Director Nomination Form (EDEN)

This form is for the nomination of a Foundation Director which will be appointed by the Exeter Diocesan Education Network (EDEN) as the Foundation Member of the Academy Trust.

This form should not be used for any other appointment.

Please ensure the details are filled out as completely as possible. Please ensure identification documents are checked.

All boxes need to be completed, signed and dated where necessary.

The reference MUST BE completed by their referee. This can be their parish priest, a member of the PCC or leader of another Christian church. If they are unable to obtain a reference for any reason please contact Sarah Owen on 01392 294938.

The form will be returned if a reference has not been given.

Once the form is complete please arrange for the MAT EDEN representative to check and sign it in the box. The form will be returned if there is no signature. If for any reason you either don't have an EDEN representative or they are unavailable please contact Sarah Owen as above.

When the form has been signed please ask the Clerk to make a copy and send it to Sarah Owen, Governance and Admissions Support, The Old Deanery, The Cloisters, Exeter EX1 1HS or email to governance@exeter.anglican.org

Notification of appointment will be sent with a welcome pack, and copies sent to the Clerk and the EDEN representative.