



DIRECTOR APPLICATION FORM FOR USE IN CHURCH SCHOOLS - NEW APPOINTMENTS ONLY

Thank you for your interest in becoming a Director within the Lincoln Anglican Academy Trust (LAAT).

Please complete this form in full and return to Emma Fairhall, Governance and Compliance Assistant at emma.fairhall@laat.co.uk

DATA PROTECTION NOTICE

Throughout this form we ask for some personal data about you. We will only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law:

- You have given us your consent
- We must process it to comply with our legal obligations

The Trust may make details on this form available to others involved in governance matters within the Diocese of Lincoln.

OBJECTS

I agree to uphold the object of the company which is outlined in the Trust Articles of Association.

SIGN AND DATE

Name (please print):

Sign:

Date:

New Appointment as a Director

PERSONAL DETAILS

Title	
Name	
Address	
Phone number	
Email address	

I shall be a parent of a child who will be in a school of the Trust at the time of appointment. YES / NO

I confirm that I:

- Am aged over 18
- Am not a current pupil at an academy in the trust
- Have not been declared bankrupt
- Am not the subject of a bankruptcy restrictions order or an interim order
- Have not had my estate seized for the benefit of creditors and the declaration of seizure hasn't been discharged, annulled or reduced
- Have not been disqualified under the Company Directors Disqualification Act 1986
- Am not subject to an order made under section 429 (2) (b) of the Insolvency Act 1986, which is failure to pay under county court administration order
- Have not been disqualified from being a trustee due to any provision in the Companies Act 2006
- Have not been disqualified from acting as a trustee due to section 178 of the Charities Act 2011
- Have not been removed as a trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of misconduct or mismanagement in administration of the charity

I understand that a person is disqualified from holding or continuing to hold office as a Director if any of the following applies:

- Inclusion on the list of those unsuitable to work with children
- Having been sentenced to 3 months or more in prison (without the option of a fine) in the 5 years before becoming a Director or since becoming a Director
- Having received a prison sentence of 2 and a half years or more in the 20 years before becoming a Director
- Having received a prison sentence of 5 years or more
- Having been fined for causing a nuisance or disturbance on school premises in the 5 years before becoming a Director
- Being subject to any of the disqualifying reasons set out in the 'disqualifying reasons table' (see the first section of this guidance)
- Have been convicted of a serious criminal offence

I declare that I am not currently disqualified from the role of Director under any of the above criteria, and I agree to alert the Governance and Compliance Lead in writing if any of the above criteria begin to apply to me during my time in office.

Ethos Undertaking

I hereby undertake to the Members of the Company from time to time; the Lincoln Diocesan Board of Education; and the Site Trustees; to carry out my role as Director of the Trust in such a way as is conducive to:

- Protecting the Church of England designation of the Church of England Academy; and
- Ensuring that the Trust is conducted in accordance with the principles, practices and tenets of the Church of England generally; and
- Ensuring that the Trust is conducted in accordance with the principles, practices and tenets of the Church of England in relation to arranging for religious education and daily acts of worship, always having due regard to the advice and guidance of the Lincoln Diocesan Board of Education.

Please sign and date to indicate that you have read, and agree to this information:

Signature: _____ Date: _____

Please be advised that in instances where a Director does not abide by the above conditions, the Lincoln Diocesan Board of Education / Members of the Trust may take the appropriate action to remove the individual.

EDUCATION AND EMPLOYMENT HISTORY

Current/last employment/retired

Please state your employer, role, length of time in role and a summary of responsibilities.

Are you currently, or have you been in the past, a school Governor or Director of an Academy Trust? If yes, please give some brief details of your role:

What posts have you held (paid or unpaid) that you feel will be relevant experience for your role as a Director of an Academy Trust?

For example: posts that might be relevant to schools (e.g. education, faith based work, community work, law, finance, building, pastoral work, personnel)

Please give details of any other relevant education or training courses

What personal qualities do you have that would enable you to be an effective Director of an Academy Trust?

What skills/knowledge/experiences do you have to uphold and develop the Christian foundation of the schools?

Why would you like to become a Director at our Trust in particular?

References

I confirm the following people are willing to provide a confidential reference in support of this nomination.

REFEREE 1	
Name	
Job title	
Relationship to applicant	
Phone number	
Email address	

REFEREE 2	
Name	
Job title	
Relationship to applicant	
Phone number	
Email address	

Skills audit

Please tick to indicate how confident you are in the following areas:

SKILL	PROFESSIONAL-LEVEL KNOWLEDGE OR EXPERTISE	CONFIDENT IN THE AREA, BUT NOT TO A PROFESSIONAL LEVEL	A BASIC OR WORKING UNDERSTANDING	NO EXPERIENCE
Strategic planning				
Setting a vision, values and goals				
Understanding of the Christian Foundation of Church Schools				
Public sector or charity governance				
Knowledge of the education sector				
Teamwork and collaborative decision making				
Communication skills				
Financial management				
Fundraising/income generation				
Human resources				
Performance management				
Data analysis				
Legal skills				
Health and safety				
Premises management				
Curriculum and assessment				
Safeguarding				
Special educational needs and disabilities (SEND)				
Approving and monitoring the implementation of policies				

SKILL	PROFESSIONAL-LEVEL KNOWLEDGE OR EXPERTISE	CONFIDENT IN THE AREA, BUT NOT TO A PROFESSIONAL LEVEL	A BASIC OR WORKING UNDERSTANDING	NO EXPERIENCE
Compliance				
Marketing/public relations				
Procurement				
ICT or technology skills				
Further or higher education				
Knowledge of the local community				

OTHER	
Are you willing to serve on more than one Trust board?	YES/NO
Are you a relative of any Member or Director on the Board of Directors?	YES/NO
I confirm I will undertake relevant Director training within the term of office.	YES/NO
If applicable, please give details below of any relatives that are currently working at the academy trust or on the Board of Directors. (Please note it is unlikely that the DBE will appoint a Director who has a relative working at the academy trust).	