



**Hounslow Register for Potential LEA (Local Education
Authority) or Community Governors**

Title: _____

Forename(s): _____

Surname: _____

Date of Birth: _____

Address: _____

Post Code: _____

Home Telephone Number: _____

Work Telephone Number: _____

Mobile Telephone Number: _____

Email: _____

**Are you connected with a particular company, organisation or
community group?**

(if yes please give details)

Are you the parent of a school aged child? Yes No

If yes, are they in a Hounslow school? Yes No

If your child is in a Hounslow school, please state which:

Are you the parent of a pre-school aged child? No Yes

How did you find out about the opportunity to become a governor?

(please give details)

Do you have a preference for a particular type of school?

(please tick all that apply)

There are far more vacancies for school governors in primary and special schools and people are more likely to be placed on a governing body if they are willing to be appointed to one of these.

- Primary Secondary Special All

Please specify any evenings in the week when you would regularly be unable to attend meetings:

(please tick all that apply)

- Monday Tuesday Wednesday Thursday Friday

Please indicate below where you would prefer to be a governor:

(please tick all that apply)

- Bedford Brentford Chiswick Cranford
 Feltham Hanworth Heston Hounslow
 Hounslow West Isleworth Specific School(s) - *please state below*
-

The authority would like governing bodies to be fully representative of the community that they serve. It would therefore be helpful to know your ethnic origin:

Please provide us with a short supporting statement on the next sheet telling us why you want to become a school governor in Hounslow and how you meet the criteria for LEA governors. Please use extra sheets if you wish.

(the criteria can be found on page 5)

Please send this application form back to:
Karen Harrison, Governing Bodies Section, Children's Services & Lifelong Learning,
Civic Centre, Hounslow, TW3 4DN.

Alternatively, you can attach this file to an email and send back to:
GoverningBodies@hounslow.gov.uk.

DISQUALIFICATION FROM MEMBERSHIP OF A GOVERNING BODY

I declare that I am not disqualified from serving as a school governor and that:

- **I am** aged 18 or over at the date of this election or appointment;
- **I am not** currently detained under the Mental Health Act 1983;
- **I am not** bankrupt;
- **I am not** subject to a disqualification order or disqualification undertaking under the Company Director's Act 1986, a disqualification order under part 2 of the Companies (Northern Ireland) Order 1989, a disqualification undertaking accepted under the Company Directors' Disqualification (Northern Ireland) Order 2002 or an order made under section 492(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- **I have not** been removed from the office of a charity trustee or trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement or, under section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990, from being concerned in the management or control of any body;
- **I am not** included in the list (List 99) of teachers or workers with children or young persons whose employment is prohibited or restricted;
- **I am not** disqualified from being the proprietor of any independent school or for being a teacher or other employee in any school;
- **I am not** disqualified from working with children;
- **I have not**, in the five years prior to becoming a governor, 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**, in the twenty years prior to becoming a governor, been convicted as aforesaid of any offence and have had passed on me a sentence of imprisonment for a period of two and a half years or more;
- **I have not**, at any time, had passed on me a sentence of imprisonment for a period of five years or more or more;
- **I have not** been fined, in the five years prior to becoming a governor, for causing a nuisance or disturbance on education premises;
- **I have not (and will not)** refuse (d) an application being made to the Criminal Records Bureau (CRB) for a criminal records certificate

I have read the reasons for disqualification listed above and confirm that none of them apply to me. I understand that if appointed I will be required to provide proof of identity and submit to a check

Name (Print Please) _____ Date of Birth _____

Criteria for LEA (Local Education Authority) Governors - Agreed by Committee of the Council 6 February 2001

All Applicants must be at least 18 years old and ideally resident in the Borough of Hounslow. An LEA Governor, like every other governor, acts as an equal member of a school's Governing Body. In doing so, s/he shares in the duties and responsibilities of the Governing Body. Broadly, these are:

- Within the legal framework to work in partnership with the headteacher and the LEA to raise standards of education
- To monitor progress and support school improvement
- In partnership with the headteacher and staff to develop policies for the school that will support school improvement.

Requirements - The LEA is seeking to appoint people with the following qualities, interests and abilities

- Interest in children's education and schools
- Able and willing to work as a team member and to accept collective responsibility
- Understand and respect confidentiality
- Enthusiasm
- Available to attend evening meetings, and some daytime commitments
- Understand the school's place within the overall education system and the wider community
- Commitment to both the Council's and the school's Equal Opportunities policies
- Willingness to undertake training and development in the role of governor
- Public service values
- Ideally some experience of working with voluntary groups / organisations in the local community

All aspects above are common to **all** governors, but in addition, LEA Governors are expected:

- To take the wider view of the public education system in LB Hounslow as a whole
- To draw attention when a legal action taken by one school may damage others...to be aware of consequences
- To represent the views and policies of the Council even if you personally don't agree (in the same way as teacher or parent governors might present views from a group of their electorate)
- To balance interests of a school with those of other sectors of the education system and to balance interests of a school with those of the nearby local community and residents

When appointing governors the LEA will consider how the applicant meets the above criteria. Consideration will also be given to the existing membership on the particular Governing Body with regard to gender, age and ethnic profile so that governing bodies as far as possible are representative of the community they serve.

Prospective LEA governors will be interviewed by a panel of councillors and a governor support officer

London Borough of Hounslow: Expectations of LEA governors

What do the criteria mean in practice?

Governors should be at the heart of how a school operates. It is important they get things right. How they do their job affects the interests of pupils, staff morale and how the school is seen by parents and others in the community. Governors support and challenge heads by gathering views, asking questions and with the staff deciding aims, policies and plans that are best for the school. Governors must be supportive of the school and its management team, They need to respect professional judgement of staff and should never express negative views about their school in public but they are not there to rubber stamp decisions. A governing body is responsible for how the school is performing. It needs to be supportive but it should not see itself as a supporters club. Governors should be knowledgeable about their school its circumstances, its strengths and areas for development. The Governing Body should discuss these with the school leaders and work together to tackle areas of concern. Governors have to be prepared to give and take and be loyal to decisions taken by the governing body as a whole. In addition to these factors LEA governors represent the London Borough of Hounslow and how they carry out their role reflects on the reputation of the authority. It is essential that they are willing to play a full part in the governing body to which they are appointed.

Expectations

LEA Governors are appointed by interview and given clear expectations about the level of involvement required. Governors wishing to be reappointed to their positions at the end of their current term of office need to be willing to abide by these expectations and sign a copy to acknowledge their commitment to do so.

People seeking appointment or reappointment as LEA governors are asked to sign a statement of commitment.