

## **Policy for appointment of Foundation Governors in VA and VC schools in Chichester Diocese**

Chichester Diocese recognises the important role and huge contribution governors make to our schools. We aim to support and encourage all governors in their work and to ensure that each of our governing bodies upholds, promotes and develops the Christian Ethos which underpins the education for all children in our Church of England schools.

### **The expectations of Chichester Diocese**

The Diocese expects that foundation governors will have their own Christian faith and a genuine belief in the value and importance of Church of England schools.

Foundation governors will normally be expected to be regular attendees, at least monthly, at their local church. Communicant Anglicans are preferred

Strong consideration will be given to those who can demonstrate their commitment to their local church in other ways.

Practising members from other Christian congregations, in most cases that is those churches affiliated to Churches Together in Britain and Ireland or the Evangelical Alliance, are also eligible to be appointed as Foundation governors and we welcome the opportunity to work with other Christian Churches in this way.

The Diocese is also happy to accept nominations from those who do not meet the above criteria if the reasons for such a nomination in terms of the needs of the school and the skills of the person nominated are made clear in the application. Each application will be considered on its own merit and with the composition of the governing body and current foundation governors in mind. We would expect that anyone offering to support our schools in this way would show a clear commitment to the Christian ethos underpinning Church schools.

### **The Process**

All appointments, including all VA governors, will be made by the Diocesan Board of Education (DBE) or, with delegated authority, by the Diocesan Director of Education (DDE).

All applications must be submitted to the Diocese using the application form which can be downloaded from the diocesan website along with the Code of Practice for foundation governors.

For some appointments, the nominating body will be the Deanery Synod; others will be nominated by the PCC or school's foundation. If there is a nominating body, this should be indicated on the form.

Before nominating or putting forward a candidate, the role and the commitment of a foundation governor should be discussed with someone who understands the role and the school's needs. This could be the incumbent, the head or the chair. The skills the

candidate can bring to the school should be identified and included on the application form. Ideally, there will be a balance of skills across the governing body to ensure that the needs of the school can be met effectively.

To avoid possible conflict of interest, no contracted staff member may be a foundation governor in the school to which they are contracted. In the unusual event of a casually contracted employee (e.g. temporary teacher, building contractor) a request may be made to the Diocesan Director of Education who will use his/her discretion'.

Candidates should complete the application including the statement which describes their faith position, their skills and their understanding of the role of the foundation governor. The form is then signed by the incumbent and returned to the Governance administrator with the signed Code of Practice for Foundation Governors.

Where a candidate meets the criteria for foundation governor appointments, the application will be approved by the DBE and letters of appointment, together with a welcome pack, will be sent to the new governor as well as letters notifying the clerk to governors of the appointment.

All reappointments will also be made by the DBE following the above process. However, when a governor has been in post previously, the reasons they wish to continue and the training they have undertaken during their period of office will be noted in the relevant sections on the form.

It is an expectation of the Diocese that all foundation governors will attend initial governor training provided by the Diocese and the Local Authority within the first year of their appointment and a strong recommendation that governors keep their skills updated with further relevant training.

In line with current Safeguarding requirements (March 2016), all governor appointments are subject to an enhanced DBS (Disclosure and Barring Service) check within 21 days of the appointment. This will normally be requested by the school or academy to which the governor has been appointed.

### **Removal of Foundation Governors**

Foundation governors are the DBE's representatives on the governing body and need to be mindful of DB priorities and policies, acting in the best interests of the children and young people at the school and the whole school community.

It is occasionally necessary to require a person to step down from their role as foundation governor. The Chichester Board of Education reserves the right to remove from office any foundation governor whose conduct, in the view of the board, does not fulfil their role in accordance with the DBE's expectations or whose conduct is not in keeping with the Christian character and ethos of the school. The decision of the schools committee is final and there is no process for appeal.

Signed ..... Date.....6<sup>th</sup> October 2016...  
**Chair of Chichester Board of Education**

Policy reviewed May 2016 Amended October 2016