

## **DIOCESE OF CHICHESTER POLICY FOR APPOINTMENT OF FOUNDATION GOVERNORS IN VOLUNTARY AIDED (VA) AND VOLUNTARY CONTROLLED (VC) CHURCH SCHOOLS**

### **Introduction:**

The Diocese of Chichester recognises the significant role and huge contribution Foundation governors make to our Church schools. The Diocese aims to support and encourage Church school governors, as they uphold, promote and develop the Christian ethos of the school and the Church of England's Vision for Education: 'Educating for wisdom, knowledge and skills, for hope and aspiration, for community and living well together, for dignity and respect'.

### **The Diocese of Chichester's expectations of Foundation Governors:**

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.

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

In recognition of the requirement and importance of effective governance in all Church schools and the range of skills, experience, ability and time to give to the role, the Diocese is willing to consider 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 being nominated are made clear in the application.

Each application will be considered on its own merit and with the composition of the governing board and the current foundation governors in mind. However, the Diocese would expect that anyone offering to support our schools in this way would show a clear commitment to the Christian ethos and the Church of England vision for education underpinning Church schools.

The Diocese does not appoint members of staff as foundation governors.

### **The Appointment Process for Foundation Governors:**

All foundation governor appointments, will be made by the Diocesan Board of Education (DBE), with delegated authority to the Diocesan Director of Education (DDE) to sign off the applications.

All applications must be submitted to the Diocese using the nomination form, which can be downloaded from the Diocesan website along with the Code of Practice for Foundation Governors from the following links:

Nomination Form:

<http://schools.chichester.anglican.org/documents/governance/foundation-governor-nomination-form-sept-2017/>

Code of Practice:

[https://cofechichestereducation.contentfiles.net/media/documents/document/2018/03/Code\\_of\\_Practice\\_for\\_Foundation\\_Governors\\_Feb\\_2018.pdf](https://cofechichestereducation.contentfiles.net/media/documents/document/2018/03/Code_of_Practice_for_Foundation_Governors_Feb_2018.pdf)

Nominations could be made through the Deanery Synod, the PCC or the school's foundation. If this is the case the nominating body should be indicated on the form.

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

The skills the candidate can bring to the school should be identified and included on the application form. It is important to consider the range and balance of skills needed on the governing body to support effective governance.

Prospective governors should complete the nomination form, including the statement which describes their faith position, their skills and their understanding of the role of foundation governor. The application form is then signed by the incumbent.

Prospective governors should also sign The Code of Practice for Foundation Governors and return this to the Governor Services Administrator (contact details below), along with the completed nomination form.

All nomination forms will be scrutinised and considered for appointment as a foundation governor. When approved by the DBE, a letter of appointment will be sent and the Diocese will also notify the clerk to governors, chair of governors, headteacher and incumbent of the appointment of the governor.

There is a clear expectation that all governors will take the role of foundation governor seriously and attend relevant training and appropriate updating to support them to be effective in the role. The Governor Services Administrator will forward to the appointed governor information on upcoming courses and development for governors provided by the Diocese.

All newly appointed foundation governors should attend relevant training provided by the Diocese and the LA within the first year of their appointment – such as the New to Church School Governance and the LA Induction Programme. This should include, as soon as possible, Safeguarding training for governors. There is a strong recommendation that governors keep their skills updated with further on going relevant training and development as required.

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.

In line with current Safeguarding requirements all governor appointments are subject to a satisfactory enhanced DBS check (Disclosure and Barring Service) carried out within 21 days of the appointment. The governing board of the school where the governor is appointed is responsible for ensuring the check is carried out.

#### **Removal of Foundation Governors:**

Although foundation governors are not delegates of the Diocese they are the DBE's appointees on the governing board and need to be mindful of the DBE's priorities and policies, acting in the best interests of the children and young people at the school and the wider school community.

It is very occasionally necessary to require a person to step down from their role as a foundation governor. The Chichester Board of Education reserves the right to remove from office any foundation governor whose behaviour/conduct, in the view of the DBE, does not fulfil their role in accordance with the DBE's expectations or whose behaviour/conduct is not in keeping with the Christian character and ethos of the school.

Removal of Foundation Governors Policy 2018:

[https://cofechichestereducation.contentfiles.net/media/documents/document/2018/03/Policy\\_on\\_Removal\\_of\\_Foundation\\_Governors\\_February\\_2018.pdf](https://cofechichestereducation.contentfiles.net/media/documents/document/2018/03/Policy_on_Removal_of_Foundation_Governors_February_2018.pdf)

Governor Services Administrator: Michelle Perry [schoolgovernors@chichester.anglican.org](mailto:schoolgovernors@chichester.anglican.org)

**Policy agreed by the Chichester Diocesan Board of Education February 2018**

**Signed : The Right Reverend Mark Sowerby, Bishop of Horsham Date: 28<sup>th</sup> February 2018**

**Chair of Diocese of Chichester Board of Education**

*Policy to be reviewed February 2020 or as and when required.*