**CAMS HILL SCHOOL**

SCHOOL GOVERNOR

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| **Personal Details** |
| **Title** |  |
| **First Name** |  |
| **Surname** |  |
| **DOB** |  |

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| **Contact Details** |
| **Address:**  |
| **Email Address:** | **Telephone Number:** |
| **Governor Experience** |
| Have you ever been or are you currently a Governor?  | Yes / No |
| If yes, please give the details of the school(s), type of governor, and period of office |  |
| **Training**  |
| Are you willing to attend training sessions?  | Yes / No |
| **Reference 1** |
| **Name** | **Position** |
| **Address** |
| **Contact Number** | **Email** |
| **Reference 2** |
| **Name** | **Position** |
| **Address** |
| **Contact Number** | **Email** |
| **Personal Statement** |
| ***Note:*** *In the case of parent or staff governor applications the following two sections will form the election statement* |
| Please explain why you would like to be a school governor: |
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| Please explain what experience and personal skills you could bring to the role of school governor: |
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| **Safeguarding and Rehabilitation Act** |
| **Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975**Because the placement will involve working directly with children or young people, it is covered by the **Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975**. You are therefore required to declare whether you have any criminal convictions (or cautions or bind-overs) including those which are **“spent”.** The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers , and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website:<https://www.gov.uk/government/organisations/disclosure-and-barring-service>Please complete the following questions, taking into account the DBS filtering guidance.

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| Have you ever been convicted of any criminal offences, warned or reprimanded or been officially cautioned in relation to any such offence? | **YES**  |  | **NO** |  |
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| If Yes, please give details including dates, on a separate sheet, place the sheet in a sealed envelope marked for the Headteacher and enclose it with this form. |
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| Are you included in any list of people barred from working with children by the Disclosure and Barring Service (DBS) or the Teaching Agency?  | **YES**  |  | **NO** |  |
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| Have you lived outside the UK in the last 5 years?  | **YES**  |  | **NO** |  |
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| If yes, please give details including dates, on a separate sheet, place the sheet in a sealed envelope marked for the attention of the Headteacher and enclose it with this form. |

**PLEASE NOTE;**Prior to becoming a governor, you will be required to undergo a **Formal Disclosure** process through the **Disclosure and Barring Service** (previously CRB). This will require you to complete a separate DBS application form and to provide a range of more than one piece of documentary evidence of your identity.Although a criminal record **involving offences against children** is likely to debar you from becoming a governor, the existence of other criminal convictions will not necessarily be a bar.Any criminal record information arising out of the disclosure process will be discussed with you before any final decision is made about your appointment.**It is a criminal offence to apply for or accept a position (paid or unpaid) working with children if you are excluded from such work by virtue of a court order or exclusion by the DBS.**Copies of Cams Hill School‘s policy on the employment of ex-offenders, the DBS Code of Practice and the school’s policy on criminal records checks are available on request. With effect from 17th June 2013 criminal records certificates will only be issued directly to the applicant. We request that you show us your certificate and we will record the Disclosure number and issue date and retain this on your personnel record and on our computerised personnel record system in accordance with the Data Protection Act 1998. Cams Hill School abides by the DBS Code of Practice which does not allow for the photocopying and retention of the full DBS Disclosure certificate.  |
| **Declaration** |
| I understand that as a governor with Cams Hill School, personal information about me will be computerised for personnel / employee administrative purposes including analysis for management purposes and statutory returns.In signing this form I give my authority for use of my personal data for these purposes. I hereby confirm that the information I have given above is true.I understand that, should any of the particulars I provide in this application be found to be false within my knowledge, or should there be any wilful omission of material fact, this may be reported to the Police as well as leading to my application being rejected or the contract being null and void if I have already been appointed. |
| Signature  |  | Date |  |
| Please return form to: **HR Department** Cams Hill School, Shearwater Avenue, Fareham, PO16 8AH or vacancies@camshill.com |