

Trustee Application Form

Personal Details		
First name(s)	Last name:	Title:
Address		
		Postcode:
Daytime Tel No:	Evening Tel No:	
Mobile Tel No:	Email:	

Eligibility

I confirm that I:

- Am aged over 18
- Am not a current pupil at any of the schools in the trust
- Have not been declared bankrupt
- Am not the subject of a bankruptcy restrictions order or an interim order
- Am not subject to any of the disqualifying reasons set out in the “disqualifying reasons table”
- Have not been convicted of any unspent criminal offence, excluding any offence for which the maximum sentence was a fine (except for offences specified in the above table which will still count)
- Have not been disqualified from holding office as a governor or trustee
- Have not been disqualified from being a company director and/or a charity trustee
- 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.
- Have not had my estate seized for the benefit of creditors and the declaration of seizure hasn’t been discharged, annulled or reduced.

These criteria are set out in more detail in articles 68-79 of the trust’s [Articles of Association](#)

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

Signature	Date
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Education Details – Highest level of education received

Employment Details – please give details of current employer (employer, role, length of time in role and summary of responsibilities)

Relevant Professional Development and Training

Skills Audit

	Score 1-4 (1 being no experience/knowledge and 4 being a good level of experience or knowledge)
I have governing experience in a school/academy trust or in a different sector	
I am/have been the chair of a board or committee	
I have experience and expertise in developing a strategy	
I know what the trust's strategic priorities are	
I can identify key risks and evaluate their potential impact	
I am aware of how the trust is funded and what the funding is spent on	
I can interpret budget monitoring reports and ask relevant questions	
I understand how the trust's curriculum meets the needs of all pupils	
I understand how the board engages with stakeholders – pupils, parents, staff and the wider community – and how this informs decisions	
I feel confident being part of the panel that conducts the chief executive's appraisal	
I know how to build the knowledge I need to be effective in my governance role	
I can build positive, collaborative relationships with members of the board	
I understand the strategic nature of the board's role and what trust boards and leaders should expect from each other	
I know what the trust board's core functions are	

I understand how the board delegates its work	
I understand the role and powers of the trust's members	
I understand the distinct responsibilities of my trust's academy committees (local governing bodies)	
I feel confident serving on a panel	
I am aware of the board's legal and compliance responsibilities	
I feel able to speak up if I am concerned about non-compliance and unethical behaviour	
I recognise when independent, expert advice may be required	
I know, and can identify with, the communities served by the trust	
I understand the legal responsibilities of trust boards in relation to equalities	
I have influenced an organisation's culture of equality and diversity (through communication, appropriate challenge, awareness raising or developing policy and practice)	
I have knowledge, experience or training that will help me to promote diversity and inclusion	
I can confidently challenge behaviour, attitudes and practices which are detrimental to creating an inclusive culture	
I can interpret relevant data and insight to identify issues and ask questions relating to equality and inclusion	

Further guidance on the completion of the above skills audit table can be found on the [National Governance Association Skills Audit for MAT Trustees](#)

Data Protection Act 1998 – Consent and Certification of Details

The information collected in the form will be used in compliance with the Data Protection Act 1998. The information is being collected by the Personnel and Equalities Division for the purpose of administering the employment and training of employees of the Education Service. The information may be disclosed, as appropriate, within the Education Service, to school governors, to Occupational Health, to the Department for Education, to the Teachers Pensions Agency, to the Department for Education and Skills, to the West Midlands Metropolitan Authorities Pension Fund, pension providers and relevant statutory bodies.

You should also note that because we have a duty to protect the public funds we handle, we might need to use the information you have provided on this form to prevent and detect fraud. We may also share this information for the same purposes with other organisations, which handle public funds.

Application forms of unsuccessful candidates will be destroyed after six months following an appointment to the job. Giving false information will result in your application not being pursued or your contract being terminated if you have already been appointed to the job.

In carrying out the recruitment processes the Trust:

- (a) will comply with the requirements of Data Protection Legislation (being (i) the General Data Protection Regulation ((EU) 2016/679) (unless and until the GDPR is no longer directly applicable in the UK) and any national implementing laws, regulations and secondary legislation, as amended or updated from time to time, in the UK and then (ii) any successor legislation to the GDPR or the Data Protection Act 1998, including the Data Protection Act 2018).
- (c) our Data Protection Policy sets out how we will comply with Data Protection Legislation.
- (d) will comply with the requirements of the Equality Act (2010) and are committed to ensuring that throughout our recruitment and selection processes no applicant is disadvantaged or discriminated against because of the protected characteristics of age, disability, gender, gender re-assignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief and sexual orientation.

Confirmation of details

I hereby certify that all the information given on this form is correct.

Signature

Date

Please return the completed application form to Alex Lofthouse, CEO at alofthouse@equitasacademiestrust.com