**ACADEMY COUNCIL MEMBERSHIP FORM**

**Please complete for ALL first appointments and ALL reappointments and return the form to:** [**suzanna.miles@dbat.org.uk**](mailto:suzanna.miles@dbat.org.uk)

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| **Section 1 – Details of Application** | | |
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| **Name of Academy:** |  |  |
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| **Appointment applying for**  **(please tick one):** | **DBAT Member**   Complete all sections 1,2,3,4,5,7,8,9  **Foundation Member or substitute ex-officio Foundation Member**   Complete all sections 1-10  **Ex-officio Foundation Member**   Complete sections 1,2,8,9  **Principal**   Complete sections 1,2,8,9  **Community Member**  Complete sections 1,2,3,4,5,7,8,9,10  **Parent Member**   Complete sections 1,2,8,9  **Staff Member**   Complete sections 1,2,8,9 |  |

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| **Section 2 – Personal Details** | | | | | | | | | | | | |
| **Title: Rev** | | **Dr** | **Mr** | | **Mrs** | **Miss** | | **Ms** | | **Other** |  |  |
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| **Forenames:** | |  | | | | **Surname:** | | |  | | |  |
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| **Former Names:** | |  | | | | **Preferred Name:** | | |  | | |  |
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| **Address:** | |  | | | | **Home Tel:** | | |  | | |  |
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| **Work Tel:** | | |  | | |  |
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| **Mobile Tel:** | | |  | | |  |
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| **Post Code:** | |  | | **Email address:** | | |  | | | | |  |
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| **Are you related to, or do you maintain a close relationship with, an existing employee, volunteer or Director of the Diocese of Bristol, Diocesan Board of Education, the Diocese of Bristol Academies Company (DoBAC), the Diocese of Bristol Academies Trust (DBAT) or any Academies run by DBAT? If so, please provide details:** | | | | | | | | | | | | |
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| **Section 3 – Employment** | | | | |
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| **Are you currently  in employment?** | Yes / No | **Your job title:** |  |  |
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| **Most recent  employer’s  name and  nature of  business:** |  | | |  |
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| **Section 4 – Experience and personal skills**  *Please give details of any experience (including voluntary or community work), skills (including academic qualifications), abilities and interests you have which you feel will help you as an Academy Council Member.* |
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| **Section 5 – Reasons for applying**  *Please give your reasons for applying for this post, including why you believe you are suitable for the position. This is an opportunity to demonstrate the impact you hope to have, or have had, as an Academy Council Member.* |
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| **Section 6 – Foundation Member applicants only - Christian values**  *To be fully completed by all applicants, whether a first appointment or re-appointment.*  *Applicants should be committed members of the Church of England or another Christian church or group which is a part of Churches Together in England. Please outline your Christian values (the principles by which you seek to live your life) and how you might promote these or have promoted these in line with DBAT’s Objects and the Academy’s designation as a Church of England Academy.*  *(In exceptional circumstances and agreed in advance by DBE, the role of Foundation Academy Council member can be held by a person who is not a Christian. This will be where the security of the current Christian distinctiveness in the school is seen to be strong, such as that measured in a recent SIAMS Inspection. A maximum of one non-Christian foundation Academy Council member in any one board can hold this exceptional circumstance).* |
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| **Section 7 – References**  *All applications should be supported by two referees who may be contacted to confirm the suitability of the candidate for the role of Academy Council Member.* ***If you are applying to be a Foundation Member, one referee must be a Minister of Religion.*** *If you do not personally know a Minister of Religion, please contact us so that we can put you in touch with someone who can discuss with you the expectations of a Foundation Academy Council member.* | |
| **1st Referee**  Name:  Address:  Email:  Telephone:  Capacity in which known: | **2nd Referee**  Name:  Address:  Email:  Telephone:  Capacity in which known: |

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| **Section 8 – Eligibility, Convictions and Disclosure** |
| **Please Note:** A person is disqualified from holding or from continuing to hold office as an Academy Council Member if he or she:   * is under the age of 18 or is a current pupil of the Academy. * is subject to a bankruptcy restrictions order, an interim bankruptcy restriction order, a debt relief order or an interim debt relief order. * has had his or her estate sequestrated and the sequestration order has not been discharged, annulled or reduced. * is subject to:  1. a disqualification order or disqualification undertaking under the [Company Directors Disqualification Act 1986](http://www.legislation.gov.uk/uksi/2007/1289/contents/made) 2. a disqualification order under Part 2 of the [Companies (Northern Ireland) Order 1989](http://www.legislation.gov.uk/nisi/1989/2404/part/II/made) 3. a disqualification undertaking accepted under the [Company Directors Disqualification (Northern Ireland) Order 2002](http://www.legislation.gov.uk/nisi/2002/3150/contents/made) 4. an order made under Section [429(2)(b)](http://www.legislation.gov.uk/ukpga/1986/45/section/429) of the [Insolvency Act 1986](http://www.legislation.gov.uk/ukpga/1986/45/contents) (failure to pay under a County Court administration order)  * has been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under [Section 34 of the Charities and Trustees Investment (Scotland) Act 2005](http://www.legislation.gov.uk/asp/2005/10/section/34) from participating in the management or control of any body. * is included in the list of people considered by the Secretary of State as unsuitable to work with children (children’s barred list) or has previously been disqualified from being a governor of a Church of England or any other designated school. * is disqualified from working with children or subject to a direction under [Section 142 of the Education Act 2002](http://www.legislation.gov.uk/ukpga/2002/32/section/142). * is disqualified from registration for childminding or providing day care. * is disqualified from registration under Part 3 of the [Childcare Act 2006](http://www.legislation.gov.uk/ukpga/2006/21/part/3). * has received a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) in the five years before becoming an Academy Council Member or since becoming an Academy Council Member. * has received a prison sentence of two-and-a-half years or more in the 20 years before becoming an Academy Council Member. * has at any time received a prison sentence of five years or more. * has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as an Academy Council Member. * refuses to allow an application to the Disclosure and Barring Service for a criminal records certificate.   **The Diocese of Bristol Academies Trust is committed to safeguarding the welfare of children and your appointment is conditional upon the Academy receiving proof of a satisfactory Disclosure from the Disclosure and Barring Service (DBS).** *Unless you are staff or already possess a current, appropriate DBS Certificate, you will be required to complete an enhanced DBS disclosure application form. Any information disclosed will be handled in accordance with the Code of Practice published by the DBS (a copy of which is available from the Academy on request).* |

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| **Section 9 – Statement of Confirmation**  *Please print the completed form, read each statement below, carefully, and initial in the adjacent box to indicate your agreement, then sign and date the form and return it to the address below.* |
| * **I confirm that the information I have given on this form is true and correct to the best of my knowledge.** * **I understand that providing false information is an offence which could result in this expression of interest not progressing or (if the false information comes to light after my appointment) summary dismissal and may amount to a criminal offence.** * **I confirm that I am eligible to be appointed as an Academy Council Member and that none of the disqualification criteria set out in Section 8 applies to me. I understand that should I become disqualified from being an Academy Council Member, I am under a duty to inform the Clerk to the Academy Council immediately.** * **I confirm that I understand the role and responsibilities of an Academy Council Member and I am committed to supporting the DBAT Main Board to fulfil its duties and responsibilities to the Academy.** * **I undertake to uphold the Object, purpose and ethos of DBAT and the Academy as set out below and as may be directed by the Main Board from time to time.**   ‘to *advance for the public benefit education in the United Kingdom, … by establishing, maintaining, carrying on, managing and developing Academies which shall offer a broad and balanced curriculum and which shall include:*   1. *Church of England schools designated as such which shall be conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship and in having due regard to any advice issued by the Diocesan Board of Education, and* 2. *Other Academies whether with or without a designated religious character, but in relation to each of the Academies to recognise and support their individual ethos, whether or not designated Church of England.’*  * **I acknowledge and agree that, as an Academy Council Member, I will be bound by the Code of Conduct for Academy Council Members.** * **I consent to DBAT and/or the Academy and/or the Diocesan Board of Education processing the information given on this form, including any 'sensitive' information, as may be necessary during the appointment process.**   **Signature**  **Date** |

**Please return the completed form to** [**suzanna.miles@dbat.org.uk**](mailto:suzanna.miles@dbat.org.uk)

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| **Data Protection** |
| Please note that the information provided in relation to this application and your appointment as an Academy Council Member may be held as a hard copy, placed on our computer database and/ or may be transmitted electronically for use by those entitled to see the information as part of the appointment process. Foundation Member applications will be shared with the Diocesan Board of Education as they approve and confirm all Foundation Member appointments.  Your data will be used in accordance with the principles set out in the General Data Protection Regulation (GDPR) May 2018. This data will only be used for purposes by DBAT and/or the Academy relating to school governance and for mailing information to you as and when required. It will not be processed or shared for any other unrelated purpose. The information you have provided on this form will be retained in accordance with our data retention policy.  The person responsible for Data Protection in our organisation is I-West and you can contact them with any questions relating to our handling of your data. You can contact them by emailing [i-west@bathnes.gov.uk](mailto:i-west@bathnes.gov.uk)  For further information, please see our full privacy notice here: [Privacy-Notice-Trustees-and-AC-Members.pdf (dbat.org.uk)](https://www.dbat.org.uk/assets/Documents/Privacy-Notice-Trustees-and-AC-Members.pdf)  Where you are completing personal information for another individual, please provide that person with access to our privacy notice. |