





# Trustee Application Form

## Vetting

The HISP Multi Academy Trust must apply for an enhanced criminal records certificate for any trustee who does not already hold one. They must do this within 21 days of your appointment. "Spent" criminal records and other relevant information may legitimately be disclosed when individuals are involved with schools. If you are aware of any information which may be disclosed, you may wish to discuss its relevance with the Clerk to Trustees in advance of your application.

## Referees

Please provide contact details for two referees. These can be business or personal references but must not be related to you:

Referee 1	
Name in full	
Occupation	
Connection to Applicant	
Address	
Email	
Phone	

Referee 2	
Name in full	
Occupation	
Connection to Applicant	
Address	
Email	
Phone	

## Disqualification Criteria

The following text summarises the qualification and disqualification regulations which can be seen in full at <http://www3.hants.gov.uk/education/governors/school-governor-application.htm> Please contact the Clerk to Trustees, Mrs D Kaye at [d.kaye@hispmat.org](mailto:d.kaye@hispmat.org) if you think you may be affected.

A trustee must be aged 18 or over at the time of their election or appointment. A person cannot hold more than one post at the same school.

A Person is disqualified from holding or from continuing to hold office as a trustee if they:

- have failed to attend meetings for six months;
- are bankrupt;
- are subject to a disqualification order or disqualification undertaking under companies legislation or an order concerning insolvency;
- have been removed from the office of trustee for a charity on grounds of misconduct or mismanagement or from being concerned in the management or control of any body;
- are included in the list of those considered by the Secretary of State as unsuitable to work with children;
- are subject to a direction of the Secretary of State under section 142 of Education Act 2002;
- are disqualified from working with children or from registration for child minding or providing day care;
- have 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 a governor or since becoming a governor;
- have received a prison sentence of 2.5 years or more in the 20 years before becoming a governor;
- have at any time received a prison sentence of five years or more;
- have been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor;
- refuse to make an application for a criminal records certificate.

## Data Protection

The information that you provide on this form will be held on a computerised database maintained by the data controller (HISP). The data collected, controlled and processed is in line with current data protection legislation. Data will be shared with the Department for Education and any other body involved with the recruitment or support of trustees in Hampshire.



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## Declaration

I have read the summary of regulations above and confirm that I am not disqualified from serving as a trustee and that, in the event that I am appointed, I will notify the Clerk to the Trustees immediately should I become disqualified during my term of office. I understand that it is an offence to serve as a trustee whilst disqualified.

I agree to the information given on this form being recorded and used by the trust in accordance with the current data protection legislation, and confirm that it is correct and complete to the best of my knowledge and belief.

**Signed:**

**Date:**

## Clerk's use only

### HISP MAT:

The person named on this form has been appointed a trustee of the trust and their proof of identity has been checked.

**Type: Trustee**

**Date of appointment:**

**Date:**