

Academy Standards and Ethos Committee (ASEC) Member Application

First-time applicants



We are delighted that you are applying to become an ASEC member for the Diocese of Salisbury Academy Trust (DSAT) and are very grateful for your interest in supporting our local layer of governance. ASECs are vital to the success of schools, and we greatly appreciate your willingness to offer your time, expertise, and commitment in service of our pupils and staff.

To fulfil the role effectively, you will need to have access to your own IT equipment and be comfortable with accessing online documentation as paperwork for meetings is shared electronically.

Governance of academy trusts is regulated by the Department of Education. Our regulatory documents are the [Academy Trust Handbook](#) and its partner the [Academy Trust Governance Guide](#). These are linked for information only but we ask that you read our [Scheme of Delegation](#) and in particular, the terms of reference for ASECs. These explain the remit and function of our local layer of governance.

Part 1 ASEC Member Vacancy

Name of school to which you are applying to volunteer as an ASEC member	
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Part 2 Route of Application

- All schools with DSAT are Church of England schools. However, within our Trust there are two types of schools, either former voluntary aided schools (VA) or former voluntary controlled schools (VC).

Membership

Member category	Former VC schools Member numbers	Former VA schools Member numbers	Appointment route
Foundation members	2	4	Appointed in accordance with Diocesan process
Trust-appointed members	2	0	Appointed by the Trust
Parent members	2	2	Parent election / committee process
Total members	6	6	

- Only select the route which the governance administrator has confirmed there is a vacancy for within the relevant school's ASEC. If you are unsure about vacancies, please contact governance@dsat.org.uk for further information.

Please select ONE of the following:

1. Foundation ASEC Member Applicant

Approval for Foundation applicants is a two-part process, first informal approval undertaken by DSAT and then secondly by our authority, the Salisbury Diocesan Board of Education (SDBE). SDBE set the criteria and applicants must fall within one of the groups below. Please retain a copy of your responses as though processes between DSAT and the SDBE are separate, some mutual information is required for both organisations.

If you are applying for a Foundation role, where the governance administrator has confirmed a vacancy exists, tick this option.	☐ Foundation Applicant
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Foundation applicants only		
The criteria below are set by the SDBE. Applicants must satisfy one of these criteria for acceptance. Please circle which criteria you fulfil		
Y/N	a.	A communicant member of the Church of England
Y/N	b.	A baptised individual who regularly attend Church of England services
Y/N	c.	A member of a church which belongs to 'Churches Together in Britain and Northern Ireland'

Y/N	d.	By exception, an individual may be appointed as Foundation governor being a Christian who does not belong to the churches above but is committed to the tenets of the Apostles' Creed. (SDBE will meet with you.)
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The term is four-years. You may serve for four terms in total, and the SDBE process stipulates that you must reapply (in a simpler process) at the conclusion of each term.

2. Trust-appointed ASEC Member Applicant – former VC schools only

If you are applying for a Trust-appointed role, where the governance administrator has confirmed a vacancy, tick this option.	☐ Trust-appointed Applicant
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3. Parent-elected ASEC Member Applicant

If you are interested in a parent-elected role, where the governance administrator has confirmed a vacancy exists, tick this option. You must be a parent of a child currently enrolled in the school. The Administrator will enter you into an open parent-election process. If successful, the term is 4 years, and the position will be open for re-election on expiry. You will be welcome to put yourself forward for a further term if your child remains enrolled at the school.	☐ Parent-elected Applicant
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Part 3 Personal Information

Personal information required to progress your application. See our [privacy notice](#) for further information.

Title	
First name	
Surname	
Any previous surnames	
Address	
Mobile No.	
Email	
Date of Birth	
Occupation	
Are you a parent of a DSAT pupil?	
Are you a DSAT employee?	

Part 4 Experience

1. Please provide details of any governance role(s) held within the last 10 years i.e. company director, charity trustee, school governor, management committee, company secretary.
2. Please provide details of any actual or potential perceived conflicts of interest . If applicable, please list your current employer, any associations you or members of your household have with DSAT and its schools, national/regional/local organisations including local authorities.
Having read the Person Specification and Role Description, please complete the following.
3. What skills and experience do you have that you would bring to this role (to help you answer, think of the posts and roles you have held, paid and unpaid, at home, in the church, in the community and at work).

4. What do you think are the **personal qualities** that you would bring to the role? Think of how your family, friends, colleagues would describe you.

Part 5 Applicant References

- Please provide the names of two referees.
- The school will secure these references. For applicant Foundation Governors, please note SDBE will also ask you to provide referee details for their own processes which are separate to DSAT's and final approval sits with SDBE.
- References will be scrutinised under safer recruitment practice following guidelines set out by the DfE's Keeping Children Safe in Education. Please ensure you have communicated in advance with the referees you include on this form.

Referee 1		Referee 2	
Title		Title	
Name		Name	
Address		Address	
Tel No.		Tel No.	
Email		Email	
Occupation		Occupation	
Relationship		Relationship	

Part 6 Applicant's Declarations

There are a range of stipulations made by the DfE about people who are not allowed to serve as governors. In order to serve as an ASEC member (a local governor), you need to be in a position to confirm all of the following statements.

1. I am not disqualified from serving as a school governor.
2. I am aged 18 or over at the date of this application.
3. I am not liable to be detained under the Mental Health Act 1983.
4. I am not bankrupt or subject to a disqualification order under the Company Director Disqualification Act 1986 or to an order made under section 492(2)(b) of the Insolvency Act 1986.
5. I have not been removed from an office of a charity trustee or trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement or, under section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990, from being concerned in the management or control of any body.
6. I am not included in the list (List 99) of teachers and workers with children or young persons whose employment is prohibited or restricted.
7. I am not disqualified from being the proprietor of any independent school or for being a teacher or other employee in any school.
8. I have not, in the past five years prior to applying to become a governor, received a sentence of imprisonment, suspended or otherwise, for a period of not less than three months without the option of a fine.
9. I have not, in the twenty years prior to becoming a governor, been convicted as aforesaid of any offence and have had passed on me a sentence of imprisonment for a period of not less than two and a half years.
10. I have not, at any time, had passed on me a sentence of imprisonment for a period of not less than five years.
11. I have not been fined, in the five years prior to applying to become a governor or since appointment or election, for causing a nuisance or disturbance on educational premises.
12. I am not subject to a disqualification order under the Criminal Justice and Court Services Act 2000.

Furthermore:

- I am willing to serve as an ASEC member (governor) for a term of four years from the date of my appointment
- I agree to **support and maintain the Christian Foundation of the school** and to **support the principles underlying the DSAT's Articles of Association, by ensuring the school is distinctively Christian, and that Christian values, principles and beliefs are central to its ethos, curriculum, relationships and work**

- I agree to do all I can to **familiarise myself with my duties** as an ASEC member, as a representative of DSAT, the Diocesan Board of Education (Foundation only) and with the whole life and work of the academy
- I confirm that I am **willing to attend courses**, arranged by DSAT in conjunction with the Salisbury Diocesan Board of Education, to support and develop governors in their role and duties
- I agree that the DSAT may make details on this form available to others involved with governor matters within the Diocese of Salisbury. I understand that they will NOT be used for any other purpose
- I agree to **undertake a Disclosure and Barring Services (DBS) check**
- I have read and understand the **ASEC terms of reference in our Scheme of Delegation**
- If at any time, I consider that I can no longer be bound by the terms of this Declaration, I confirm that I will immediately submit in writing my resignation letting the Clerk know as soon as possible

Your signature is confirmation that the above applies.

Applicant's signature	
Date	

Part 7 ASEC Chair's Confirmation of Applicant's Suitability

ASEC Chair Please confirm that you have met with the applicant and provide your comments on their suitability for appointment.

ASEC Chair's signature of approval to proceed with process			
ASEC Chair's name		Date	