

TRUSTEE APPLICATION FORM

I wish to be considered for appointment to the Trust Board of Rainham Mark Education Trust

TITLE	SURNAME:	FORENAMES	DATE OF BIRTH
	Previous names ¹ (<i>i.e if now married</i>)		
ADDRESS:			
POSTCODE:			
TELEPHONE NO:		E-MAIL:	

Ethnic Origin - please tick one box only, which best describes your ethnic origin			
White		English	
		Welsh	
		Scottish	
		Irish	
		*White other (please specify)	
Mixed		White and Black Caribbean	
		White and Black African	
		White and Asian	
		*Mixed Other (please specify)	
Asian or Asian British		Indian	
		Pakistani	
		Bangladeshi	
		*Asian Other (please specify)	
Black or Black British		Caribbean	
		African	
		Black Other (please specify)	
I prefer not to say			
*Other ethnic group	If your ethnic group is not specified on the list, then please describe it here		

¹ Statutory requirement if appointed and all Trustees are registered at Companies House.

Disability: Do you consider yourself to be disabled?	Yes	No
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Please answer all the questions below as fully as possible

If you have been a trustee of any educational trust/charity please give details below		
Trust/Charity	Type of trustee	Dates of service

Occupation	
Job title	Employer
Brief description of nature of work and main responsibilities	
Are you related to any paid employee of a school in this local authority (Medway)? If so, please give details	
If you have children of school age, please give details of the school(s) they attend	

Please give details of any experience or skills you have which are relevant to the work of trustees, e.g. financial, strategic, compliance, procurement, leadership, HR, marketing, creative thinking, impact analysis, education or other.

Please give details of any community activities you are involved in

Any other information you consider relevant

Please provide a name, contact details and relationship to you of a person who would be willing to provide a reference.

I give my permission for this information to be kept as part of the Trust Board records.

I understand that:

- Contact details will be shared within the trust
- This form will be used to meet the Department of Education requirements for use within the National Governor database system (Getting Information About Schools) and to register as a director at Companies House
- All information will be dealt with in accordance with data protection legislation

I recognise the importance of this role and am committed to **undertaking regular training**, to keeping expertise up-to-date and to taking a full part in the work of the trust board

Trustee eligibility declaration

Completing the declaration

Please read the automatic disqualification [guidance²](#) in Annex A to decide if you are disqualified

Complete and sign this declaration to confirm that you are not disqualified.

If one of the disqualification reasons does apply, you may be able to [apply for a waiver from the Charity Commission³](#) which will allow you to act as a trustee.

The signed declaration should be returned along with your application form to the Clerk to the Trust Board

Declaration

I declare that:

- I am not disqualified from acting as a trustee; and
- I will inform the trustees promptly if, after the date of this declaration, one or more of the disqualification reasons applies to me.

Full Name:

Signature:

Date:

Annex A – Disqualification Reasons⁴

You are automatically disqualified from acting as a trustee if:

1. No person shall be qualified to be a Trustee unless he is aged 18 or over at the date of his election or appointment. No current pupil or current student of any of the Academies shall be a Trustee.
2. A person shall be disqualified from becoming a Trustee if –
 - a. a. he has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
 - b. he is the subject of a bankruptcy restrictions order or an interim order
3. A person shall be disqualified from becoming a Trustee at any time when he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
4. A person shall be disqualified from becoming a Trustee if he ceases to be a Trustee by virtue of any provision in the Companies Act 2006, is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision) or is otherwise found to be unsuitable by the Secretary of State under the provisions of the Relevant Funding Agreements
5. A person shall be disqualified from becoming a Trustee if he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible or to which he was privy, or which he by his conduct contributed to or facilitated.
6. A person shall be disqualified from holding office as a Trustee where he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011

⁴ Articles of Association

REASONS FOR DISQUALIFICATION

Legal disqualifying reason UNSPENT CONVICTIONS FOR SPECIFIC OFFENCES	Legislation (where relevant)	Exceptions and notes
<p>1. Unspent conviction for an offence involving dishonesty or deception</p> <p>2. Unspent conviction for specified terrorism offences</p> <p>3. Unspent conviction for a specified money laundering offence</p> <p>4. Unspent conviction for specified bribery offences</p>	<p>There is more information about what is meant by a dishonesty/deception offence at Annex A in the automatic disqualification guide</p> <p>Offences:</p> <ul style="list-style-type: none"> • to which Part 4 of the Counter-Terrorism Act 2008 applies; or • under sections 13 or 19 of the Terrorism Act 2000 under Part 2 of the Serious Crime Act 2007 (encouraging or assisting) in relation to the offence <p>A money laundering offence within the meaning of section 415 of the Proceeds of Crime Act 2002</p> <p>An offence under sections 1, 2, 6 or 7 of the Bribery Act 2010</p>	<p>A person is no longer disqualified by the automatic disqualification rules if and when their conviction is spent</p> <p>You can use this guidance from the charity Unlock to work out when your conviction becomes spent, and so no longer disqualifies you from being a charity trustee and from holding certain senior manager positions at a charity</p> <p>You can also look at the Nacro website or at GOV.UK for information about when convictions become spent</p>
<p>5. Unspent conviction for the offence of contravening a Charity Commission Order or Direction</p>	<p>An offence under section 77 of the Charities Act 2011 - contravening a Commission Order or Direction</p>	

REASONS FOR DISQUALIFICATION

6. Unspent conviction for offences of misconduct in public office, perjury, or perverting the course of justice		
7. Unspent convictions for aiding attempting or abetting the above offences	<p>In relation to offences at 1 - 6 above, an offence of:</p> <ul style="list-style-type: none"> • attempt, conspiracy, or incitement to commit the offence • aiding, or abetting, counselling or procuring the commission of the offence • under Part 2 of the Serious Crime Act 2007 (encouraging or assisting) in relation to the offence 	
Legal disqualifying reason NON FINANCIAL	Legislation (where relevant)	Exceptions and notes
Being on the sex offenders register	Where a person is subject to notification requirements of Part 2 of the Sexual Offences Act 2003, commonly referred to as being on the sex offenders register	Note - If these notification requirements apply to a person, they are disqualified by the automatic disqualification rules even if their offence is spent
Unspent sanction for contempt of Court	Where a person has been found to be in contempt of court for making, or causing to be made, a false statement or making (or causing to be made) a false statement in a document verified by a statement of truth	A person is no longer disqualified by the automatic disqualification rules if and when the sanction for contempt becomes spent
Disobeying a Commission Order	Where a person has been found guilty of disobedience to an order or direction of the Commission under section 336(1) of the Charities Act 2011	

REASONS FOR DISQUALIFICATION

<p>Being a designated persons (under specific anti-terrorist legislation)</p>	<p>Where a person is a designated person for the purposes of:</p> <ul style="list-style-type: none"> • Part 1 of the Terrorist Asset-Freezing etc. Act 2010; or • The Al Qaida (Asset Freezing) Regulations 2011 	
<p>Being a person who has been removed from a relevant office</p>	<p>Where a person has been removed:</p> <ul style="list-style-type: none"> • from the office of charity trustee, officer, agent or employee of a charity by an Order of the Commission under s79 of the Charities Act 2011, or earlier relevant legislation, or by a High Court Order, on the grounds of any misconduct or mismanagement in the administration of the charity • under s34(5)(e) of the Charities and Trustee Investment (Scotland) Act 2005, or earlier relevant legislation, from being concerned in the management or control of any body 	
<p>Director disqualification</p>	<p>Where a person is subject to:</p> <ul style="list-style-type: none"> • a disqualification Order under the Company Directors Disqualification Act 1986 or The Company Directors Disqualification (Northern Ireland) Order 2002 (SI2002/3150; (N.I.4)); or • an Order made under s429(2) of the Insolvency Act 1986 (failure to pay under a County Court administration order) 	<p>Exception</p> <p>There is no disqualification if the court has granted leave for a person to act as director of the charity (as described in section 180 of the Charities Act 2011)</p>

REASONS FOR DISQUALIFICATION

Legal disqualifying reason FINANCIAL	Legislation (where relevant)	Exceptions and notes
Insolvency	<p>Where a person is:</p> <ul style="list-style-type: none"> • an undischarged bankrupt • subject to any of the following: <ul style="list-style-type: none"> ○ an undischarged sequestration Order ○ a bankruptcy restrictions Order ○ an interim Order ○ a moratorium period under a debt relief Order under Part 7A of the Insolvency Act 1986 ○ a debt relief restrictions Order or an interim Order under Schedule 4ZB to the Insolvency Act 1986 <p>Where a person has made a composition or arrangement with, or granted a trust deed for, their creditors and has not been discharged in respect of it</p>	<p>Exception</p> <p>There is no disqualification for these reasons if the charity concerned is a company or CIO and leave has been granted under s11 of the Company Directors Disqualification Act 1986 (undischarged bankrupts) for a person to act as director of the charity (s180 Charities Act 2011)</p>