

REGISTER OF GOVERNORS' BUSINESS AND PERSONAL INTERESTS

The Governing Body of each school is required by regulations made under the School Standards and Framework Act 1998 to establish a register which lists for each member of the Governing Body and the Headteacher, any business or personal interests they or any member of their immediate family have which could conflict with the school's interests; to keep the register up to date with notification of changes and through annual review of entries, and to make the register available for inspection by governors, staff, parents and the Director's of Education and Finance or their representative.

For register purposes a close relative is defined as a spouse, parent, sibling, son, daughter or common law partner. **As a general principle, governors should err on the side of caution** and declare interests that they think could be covered by the guidance above. Such a declaration must be made as soon as a governor becomes aware of the possibility of any such conflict arising or indeed that may be perceived / construed as arising. A good test is for the governor to ask himself / herself whether others would think that the interest is of a kind to make this possible. If the governor thinks this is so or is in doubt then the information should be recorded on the register of interests. Assistance can be sought from the Governor Support Service in the first instance if any clarification is required.

Please note all governors should sign and return this form even if they have no interests to declare.

PLEASE ENSURE THIS FORM IS RETURNED TO THE SCHOOL FOR RETENTION.

School

1. Involvement in companies: Includes, for example, directorships and company secretary, employee, or any other position where a person is actively involved in the running of a company's affairs, where the company has, or may have, a contractual relationship with the school. (Governors must declare any financial interests which could conflict with the school's interests, e.g. work for which a fee is received)

Company/Position:

2. Other personal interests: Governors must declare any non-financial interests that they consider conflict with the school's interests, for example:

- if they are involved in an official capacity with an outside organisation which has dealings with the school
- relationships with the school staff including spouses, partners and relatives
- any other educational establishments governed

Details:

3. The holding of shares or other securities, in a company or other body with whom the school contracts or is considering contracting, should be declared if the holding exceeds £25,000 or more than 1/100th of the nominal value of the issued share capital, whichever is less. The size and nature of the holding need not be declared, simply the name of the company. This requirement does not extend to banks or building societies.

Details:

4. The intention to bid for the purchase of land or property owned by the Council or school

Details:

Name of Governor/Headteacher

Signature Date