



LDBS Foundation Governor Appointment Policy

1. Introduction

- 1.1 School governors are instrumental in supporting ongoing school improvement and the development of the character of Church of England schools. The role can be hugely rewarding, but also carries significant responsibility.
- 1.2 LDBS views governance as a form of lay ministry; a calling; a way in which Christians can express their vocation to follow Christ by serving their local community. Our governors are volunteers and for many serving as a governor in a Church school is an expression of their own Christian discipleship and service.
- 1.3 LDBS' 2030 Vision is for every young Londoner to experience the love of God in Christ by serving and supporting schools to be:
 - Places where all can flourish: our diverse family of children and adults developing and thriving spiritually, physically, intellectually, emotionally, morally, and socially.
 - Places which enable transformational futures: academically rigorous; pupils from all backgrounds achieving excellent outcomes to give them the best opportunities in life.
 - Deeply Christian, committed to serving the common good with the invitation of Jesus to 'life in all its fullness' at their heart (John 10:10).
- 1.4 LDBS is careful only to appoint people who are committed, possess the relevant skills, experience, and knowledge, and fulfil the criteria and conditions for appointment as outlined at paragraph 4.2.
- 1.5 Usually the term "governor" refers to a governor in a voluntary aided (VA) or voluntary controlled (VC) school and to a director/trustee in an academy. LDBS will refer to the school's Instrument of Government or academy's Articles of Association on making appointments.
- 1.6 The term "clerk" also refers to "governance professional".

2. Purpose and Rationale for this Policy

- 2.1 The purpose of this Policy is to safeguard the foundation of each church school and ensure that LDBS retains protective oversight (governance) of church schools by setting out the criteria and process by which LDBS foundation governors are appointed to Church of England schools, whether this is a local authority-maintained church school, a single academy trust (SAT) or a church academy within a multi academy trust (MAT).
- 2.2 This policy explains how LDBS appoints LDBS governors to VA and VC schools, and exercises academy membership to appoint directors/trustees.



2.3 It clearly explains the role of foundation governors, the characteristics required to meet LDBS' criteria and conditions and the process for application and acceptance.

2.4 Those nominated or applying to become an LDBS appointed foundation governor must satisfy themselves that they meet the criteria and conditions before applying. Applications that do not meet the criteria will not be progressed.

3. The role of foundation governors

3.1 'Governor' is a reference to the Anglican foundation that established a particular school to be a Church school.

3.2 The majority of Church of England VA Schools adopt this ethos statement in their instrument of government:

'Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers all its pupils.'

3.3 In church schools, foundation governors are guardians of the distinctly Christian vision, keeping it alive and ensuring that it underpins school life. Governors are also responsible for ensuring that the school upholds its trust deed, where relevant.

3.4 Foundation governors have a specific legal obligation to promote the Christian Character of the school, SAT or MAT and ensure that nothing is done to undermine or weaken it.

3.5 At the level of school and parish, foundation governors are:

- protectors of the school's relationship with the clergy and the linked church;
- protectors of the school's relationship with the local community;
- protectors of the school's relationship with the wider community of faith.

3.6 Practically, all foundation roles should have a particular concern for:

- preserving the relationship between Church, School and LDBS;
- ensuring that the distinctly Christian ethos of the school is "lived out" within its community and is reflected in its curriculum, policies and practice;
- ensuring that collective worship and religious education within the school are appropriately monitored;
- ensuring that collective worship and religious education at the school follow the appropriate guidelines and/or syllabus;
- taking an active role in the SIAMS process;
- bringing any matters requiring attention regarding the school to the attention of LDBS by contacting the Head of Governance via the LDBS website.



3.7 The school’s instrument of government (or in the case of academies and MATs, their Articles of Association) sets out which organisations, other than LDBS, has the responsibility for appointing foundation governors. These often include the Deanery Synod, the Area Dean, the Parochial Church Council (PCC), the Area Bishop or any foundation linked to a school. There may be an ex-officio position for the incumbent of the parish connected to the school. Those appointments are not covered by this policy. Please contact the appointing body for more information.

4. Criteria and Conditions for appointment

4.1 LDBS is grateful to the hundreds of committed volunteers who serve as foundation governors.

4.2 Persons appointed into LDBS foundation governor roles must fall within one of the following categories:

Category 1	Regular* worshipper at Church of England services.
Category 1a	A member of Clergy who is not the incumbent.
Category 2	Regular worshipper within one of the Member Churches of ‘Churches Together in Britain and Ireland’ (CTBI), the Evangelical Alliance, Affinity or Fellowship of Evangelical Churches (FIEC).
Category 3	By exception, a person who is not a regular worshipper at one the churches listed above but is committed to the tenets of the Apostles’ Creed.

* It is the role of clergy to interpret the word ‘regular’ in relation to attendance for worship.

5. Balance and Proportion

5.1 LDBS acknowledges the depth of church commitment which those who are regular worshippers in the Church of England bring to foundation roles. LDBS insist ALL those applying, as an exception, must have a faith interview with the incumbent of the parish connected to the school (ex-officio foundation governor), who will be responsible for deciding whether that person is committed to the tenets of the Apostles’ Creed and provide assurances to LDBS that this is the case.

5.2 LDBS will not appoint Category 3 governors unless at least half of the total number of foundation roles are filled by regular worshippers.

6. General Eligibility

6.1 To ensure a range of voices on each governing body, LDBS does not appoint:

- any person who is employed (in any capacity and for any number of hours) by the organisation (school or Trust) that is seeking their appointment;



- any person who has already served three consecutive terms of office (i.e., 12 years) in the same role and at the same school or academy. Please note: a third term will only be approved for the purpose of succession planning;
- members of the congregation of any church which appoints PCC governors to the school, where one or more foundation roles over and above the PCC appointees are already filled by congregation members;
- Parents or carers of current pupils in the school, where one or more foundation governor roles are already filled by parents.

6.2 Whilst it is the responsibility of LDBS to establish a person's suitability to serve as a LDBS foundation governor it is the responsibility of the relevant governing body to confirm, through its own processes, whether that person is fit to govern within their organisation. In other words, LDBS would expect the organisation to "vet" any prospective governor in the same way they would any volunteer working within their organisation.

6.3 All governors must have an enhanced Disclosure and Barring Service (DBS) check. It is the responsibility of the relevant organisation, and not LDBS, to establish, beyond reasonable doubt, that everyone is suitable to work with children and vulnerable adults.

7. Personal and Professional Development

7.1 LDBS foundation governors must commit fully to upholding the requirements detailed under 'The Role of LDBS Foundation Governance' in this policy. They must also attend LDBS foundation governor induction, led by LDBS. For both new governors and for renewing governors (or those returning to the role) this must be within 6 months of their approval as a governor, or the next available course, whichever is sooner. The induction is split into two sections; the first section is training in preparation for the LDBS foundation role; the second part is a short service of commissioning led by a member of the clergy.

7.2 All governors are responsible for identifying their own personal and professional development needs and accessing training, either through LDBS, their school/SAT/MAT or externally.

8. Application Process

8.1 Those who would like to be a LDBS foundation governor at a specific school should:

1. read this policy and satisfy themselves that they meet the criteria and conditions before applying;
2. check if there is a vacancy by contacting the clerk to the governors;
3. arrange to meet the chair of governors and the head teacher to see if the "fit" is right; we always welcome recommendations made by head teachers, chair of governors and clergy.
4. complete the application form at www.ldbs.co.uk, including details of two referees;



5. sign the declaration to confirm eligibility to serve as a governor;
 6. LDBS will take up references and if the applicant has applied under Category 3 will arrange, via the clerk, for the applicant to have a faith interview with the principal officiating minister in the parish (ex-officio foundation governor), who will decide whether to support the application;
 7. applications will be considered weekly, in term time, but only once both references have been received;
 8. LDBS will write to the applicant and the Clerk confirming the outcome.
- 8.2 Those who would like to be an LDBS foundation school governor but do not have a specific school in mind should:
1. read this policy and satisfy themselves that they meet the criteria and conditions before applying;
 2. complete the application form at www.ldbs.co.uk, specifying which area of London is preferred and including details of two referees;
 3. sign the declaration to confirm eligibility to serve as a governor;
 4. in consultation with the applicant, LDBS will match the application to a school/SAT/MAT and notify the chair of governors and the head teacher, who will arrange for the applicant to meet to visit the school;
 5. LDBS will take up references and if the applicant has applied under Category 3 will arrange, via the clerk, for the applicant to have a faith interview with the principal officiating minister in the parish (ex-officio foundation governor), who will decide whether to support the application;
 6. applications will be considered weekly, in term time, but only once both references have been received;
 7. LDBS will write to the applicant and the Clerk with the outcome.

9. Clergy in governance roles

- 9.1 LDBS values and appreciates members of the clergy who undertake roles in governing our schools and trusts, in addition to all their other duties as clergy in the Church of England.
- 9.2 Any member of the clergy who appears on the National Register of Clergy will not be required to provide a faith reference. Their appearance on the National Register at the time of their application will be taken as sufficient validation of their eligibility for the LDBS foundation role for which they are applying. The National Register is updated daily and can be found [here](#).
- 9.3 Please note that this policy does not apply to the role of ex-officio foundation governor.



10. Renewing a term of office

10.1 Previously supplied applicant information, including the original application form will be presented to the submitting authority (person and organisation) for fact checking and accuracy – with the opportunity for amendments to be made and for any such amendments to be considered as to whether they constitute a material change to any element of the original application.

10.2 LDBS will consider previously supplied references sufficient validation of a person's faith eligibility, with the opportunity provided for supplementary references should there be an eligibility category change, or other substantial change of circumstance, since the original application was submitted.

Version: 01	Approved by: Governance Committee
Approved on: 20.11.23	Next review due: Spring 2026

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