

## **Guidance on the removal of Foundation Governors who have been appointed by Peterborough Diocesan Board of Education**

### **Background**

Foundation Governors for the church schools in the Diocese of Peterborough are in most cases appointed by the Diocesan Board of Education Strategy & Leadership committee. Candidates have to fill out the appropriate form, produce a reference with regard to their worship at Church and complete the Roles & Responsibilities training course. Each new Governor is asked to sign the Governor code of conduct.

They are usually appointed for a four year term but in very rare circumstances it may be necessary for the DBE to remove a Foundation Governor before the end of the term of office.

### **Possible Reasons To Request Removal**

*This list is not exhaustive, nor is it produced in any order of priority*

- Working against the Christian character of the school
- Serious or persistent failure to discharge the responsibilities of a Foundation Governor
- Serious or persistent breach of policy (either school, DBE or other relevant policy) or of statutory obligation
- Damage or risk of damage to the reputation of the school, the church or the parish; this includes activity on social media
- Extreme breakdown in relationships
- Inappropriate personal conduct, whether public or personal which may adversely affect the school

***The School Governance (Constitution) (England) Regulations 2012*** state that Foundation Governors may be removed from office by the person or persons who appointed them (Reg: 20 & 25). The appointing person or persons must give written notice of the removal to the Clerk to the Governors. This means that the DBE has the right to remove any Foundation Governor that it has appointed.

In making such a decision the DBE must of course act fairly, taking into account the effect that removal might have on the reputation of the individual concerned.

Schools and their parishes are encouraged to seek to reach agreement with a Foundation Governor where reasonably practical.

### **Removal of Foundation Governor Process (Reg: 20 & 25)**

Pre process:

The DBE will consider the removal of a Foundation Governor when requested by

- the governing body
- the head teacher

- the Diocesan Education Department

If the Foundation Governor in question was appointed by the DBE after nomination, the procedure set out below will be adopted. If the foundation governor in question was appointed by another appointing body, the DBE will liaise with that body and invite them to adopt the procedure set out below if they wish to do so.

Initially the Strategy & Leadership committee of the DBE will consider the request submitted and either:

- Appoint an individual or panel to investigate the allegation(s) in the request, if appropriate suspending the FG in the meantime
- Request further information
- Decline the request as not having indicated any conduct or failure capable of resulting in a decision to remove.

If the governing body, head-teacher or Diocesan Education Department disagree with the decision of the Strategy & Leadership committee of the DBE the DBE will constitute an appeal committee.

### **Suspension**

Suspension may be appropriate where the alleged misconduct creates a risk of further significant harm if the Foundation Governor continues in post or where one or more person alleging or supporting the allegations is genuinely fearful of such significant harm.

### **Investigation**

The Strategy & Leadership Committee of the DBE may appoint an officer from the Education Department, a DBE Member or other officer from the Diocese, Chair of Governors of another Church School, or Trustee of a Church Multi-Academy Trust - or other suitable person.

The Investigating Officer shall determine who he or she wishes to hear from during the investigation and shall collect such information and evidence as he or she considers appropriate.

The Investigating Officer shall seek to conclude the investigation as swiftly as circumstances will allow, particularly if the Foundation Governor in question is suspended pending the outcome.

A summary of the investigators report shall be provided to the foundation governor in question and to the individual who made the request.

Once the investigation is concluded the investigator will provide a written report to the Strategy & Leadership Committee of the DBE for their consideration and they will make a decision to remove or not.

### **Appeal**

A Foundation Governor may appeal against a decision to remove him or her, in writing, to the Chair of the DBE c/o the Diocesan Director of Education within 5 business days of being notified of the decision to remove. The DBE Chair will review the Investigation Report and consider further representations from the Foundation Governor before making a decision whether to uphold or overturn the decision to remove.