



# HEATHLANDS

Nursery, Primary and Secondary Provision, Day & Residential  
BSL Training & Resource Centre



Co-Headteachers – Mrs L Reeves Costi and Ms S Shields

31 March 2025

Dear All

## ELECTION OF GOVERNORS

The role of a school governor is crucially important in helping us to build on the school's strategic development and planning. Over recent years we have been very fortunate to have fantastic support from our governors (parent governors and co-opted community governors) and really appreciate their contributions. Due to our increasing pupil number we have a vacancy for a community governor and hope that you would consider applying.

Heathlands is a local authority special school for deaf children aged 3-18 set in beautiful grounds close to the city of St Albans. We also have a small residential sector which caters for up to 20 weekly boarders. In March 2023 Heathlands School was graded as outstanding in all categories by Ofsted. In October 2024 our residential provision was graded as good in all categories by Ofsted.

Governors are expected to attend five full Governing Body Meetings a year plus three Governor Subcommittee Meetings. These meetings take place via zoom, apart from one meeting which is in person at Heathlands, and are usually in the evening starting at 7pm. There may be extra additional meetings if circumstances demand.

I hope some of you will consider applying and becoming part of our extended school community. If you are interested, or would like more information, please contact us and we would be happy to arrange a call or facetime to discuss.

If you would like to put yourself forward please complete and return the attached form to the Co-Headteachers (head@heathlands.herts.sch.uk) by **9.30am on Monday 28 April 2025**.

Please be aware that regulations require everyone appointed to a governing body to undergo a pre-appointment check which may include a criminal background check. This is to ensure the safety of the pupils. If you are appointed and you subsequently decline to undergo such a check, you will disqualify yourself.

Please give brief details about yourself (**not more than 80 words**) on the enclosed nomination form. This will be shared with members of the Board. Please note that the 80 word limit will be strictly enforced. Any statement with more than 80 words will be returned to the candidate for amendment.

Yours sincerely

Lesley Reeves Costi and Sarah Shields  
Co-Headteachers

enc Nomination Form



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## Governor Application Form

Name:	
Address:	
Telephone:	
Email:	
Please provide some information about yourself including why you are interested in becoming a governor and what you hope to bring to the role (not more than 80 words).	
Relevant Experience:	



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Relevant Skills:

References:

*Please include the details of two referees below (referees should not be family members)*

Reference 1, Name:

Reference 1 Address:

Reference 1 Email:

Reference 1  
Length of Time Known:

Reference 1  
Relationship:

Reference 2, Name:

Reference 2, Address:

Reference 2, Email:

Reference 2,  
Length of Time Known:

Reference 2,  
Relationship:



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Please be aware that we are fully committed to a culture of safeguarding and as such, all governors are subject to a number of safeguarding checks prior to appointment. These include; interview, references, enhanced DBS checks and S128 checks. You will also be required to agree to follow the school code of conduct, to disclose pecuniary interests and to read KCSiE, as well as complete training courses including sessions on Safeguarding.

Governor Declaration:

I confirm that I have read and understood the eligibility criterion overleaf and that I am eligible for the governor role for which I am applying for.

Signature:

Date:



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## Governor Eligibility Criterion

A governor must be aged 18 or over at the time of their election or appointment and cannot be a registered pupil at the school.

1. A person is disqualified from holding or from continuing to hold office as a governor or associate member if he or she:
  - fails to attend the governing body meetings – without the consent of the governing body – for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex officio governors);
  - is subject to a bankruptcy restriction order, an interim bankruptcy restriction order, a debt relief order or an interim debt relief order;
  - has had his or her estate sequestrated and the sequestration order has not been discharged, annulled or reduced;
  - is subject to:
    - i) a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986
    - ii) a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989
    - iii) a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002
    - iii) an order made under Section 492(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order);
  - has been removed from the office of charity trustee or trustee for a charity by the Charity Commissioners or High Court on grounds of any misconduct or mismanagement, or under Section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from participating in the management or control of anybody;
  - is included in the list of people considered by the Secretary of State as unsuitable to work with children;
  - is subject to a Section 128 (Prohibition from Management)
  - is disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
  - is disqualified from registration for childminding or providing day care;
  - is disqualified from registration under Part 3 of the Childcare Act 2006;
  - has received a sentence of imprisonment (whether suspended or not) for a period of not less than 3 months (without the option of a fine) in the 5 years before becoming a governor or since becoming a governor;
  - has received a prison sentence of two-and-a-half years or more in the 20 years before becoming a governor;
  - has at any time received a prison sentence of five years or more;
  - has been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor;
  - refuses to allow an application to the Disclosure & Barring Service for a criminal records certificate.



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Please note:

- \* An enhanced DBS check will be carried out by the school;
- \* Please check with the school office as to what original ID you need to produce and who you should present the ID to for processing the enhanced DBS check;
- \* Upon receipt of the DBS certificate, you must present the original certificate to the person who processed the enhanced DBS so the information can be recorded on the Single Central Record maintained by the school (statutory requirement).
- \* You should also record your DBS number on GovernorHub once you are registered.
- \* If you already have an enhanced DBS check, the school may be willing to accept it although they will need to see the enhanced DBS certificate and the original documents presented during the application process for that enhanced DBS