**TERMS OF OFFICE - GUIDANCE FOR GOVERNORS IN CATHOLIC SCHOOLS AND ACADEMIES IN THE DIOCESE OF NOTTINGHAM**

This note provides guidance on terms of office for Governors in Catholic Voluntary Aided Schools, Voluntary Academies and Sponsored Academies within the Diocese of Nottingham.

For **Academies (Voluntary and Sponsored)**;

### The term of office for any person serving on a Local Governing Body is 4 years *(as set out in the Scheme of Delegation)*

* In Voluntary Academy conversions existing Governors do not commence a new term of office, their existing term of office continues. In Sponsored Academy conversions all governors commence a new term of office
* Governors may be re-appointed at the end of their term of office; however, with the exception of Parish Priests & Head Teachers, Governors in any category may only serve a maximum of three consecutive four year terms on the same governing body
* The three consecutive terms of office limit can be varied but only in **exceptional** circumstances and only after the agreement of the Diocesan Education Service.
* Any term of office in any category counts towards the three consecutive terms of office
* Local Authority Governors cannot serve on an academy governing body. Their term of office comes to an end on the date the school converts to academy status, although at the discretion of the local governing body and the Academy Trust they could be appointed to serve as a Community Governor

For **Voluntary Aided Schools**;

* The term of office for any person serving on the governing body can be set at between 1 and 4 years; it will normally be 4 years *(as laid down in the Instrument of Governance)*
* Foundation Governors may only serve three consecutive terms of office on the same governing body. Whilst this does not apply to other categories of governors it is recommended that governing bodies should consider a maximum of three consecutive terms of office as being ‘best practice’ and apply this to all governors regardless of the category within which they have served those terms

In **Voluntary Aided Schools, Voluntary Academies and Sponsored Academies**;

* Governors who have served three consecutive terms of office may be re-appointed as a governor on the same governing body following a break of one term of office
* Governors who have served three consecutive terms of office may be appointed as a governor on another school’s governing body without requiring a one term break

**NRCDES Admissions & Governor Support**

Neil Weightman (neil.weightman@nottingham-des.org.uk  /01332 293833 x233)

Julie Sweeney (julie.sweeney@nottingham-des.org.uk /01332 293833 x225)