Diocese takes up references, barred list and DBS checks.

Potential Foundation Governor considers Foundation Governorship and completes and submits Nomination Form for consideration by the Diocese – see Fact Sheet for those interested in becoming a Governor in a Catholic School (note that it may take 6-8 weeks to receive a response from the date of submission of the Nomination Form).

Nomination not taken any further and Nominee informed.

Does Nominee satisfy general Diocesan criteria and are their references satisfactory?

No

Yes

Inform Nominee they are eligible to serve the Diocese as a Foundation Governor.

Is there a suitable existing governing body vacancy and does the Nominee satisfy any specific criteria relevant to the particular school?

Nominee is ‘pooled’/placed on a panel for future deployment. Nominee informed.

No

Yes

Following receipt of their application the Nominee will receive a letter of appointment/Certificate from the Bishop confirming their appointment as his Foundation Governor and the Diocese will inform the Clerk to the governing body of the new appointment.