*[School Name]*

**Declaration of Interests**

**NAME OF GOVERNOR/ASSOCIATE MEMBER OF THE GOVERNING BOARD: ………………………….…………………………………**

**POSITION HELD: …………………………………………………………….**

**(Chair/Vice Chair, Chair of Resources committee, Governor, Associate member etc)**

|  |  |  |
| --- | --- | --- |
| **Relevant Interest** | **Details (Name of business, nature of business, position held)** | **Nature of Interest** |
| Your Current employment |  |  |
| Businesses/Companies of which I (or a partner or close family member[[1]](#footnote-1)) am a partner/sole proprietor/director |  |  |
| Charities of which I am a trustee |  |  |
| I am a Governor or trustee at another educational establishment (school, academy, trust, college etc). Please specify name of establishment and role |  |  |
| Partner, close family or connected person link2 to the school (staff member or other governor) |  |  |
| Partner or close family member of a governor or trustee at another educational establishment |  |  |

**For further guidance on what constitutes a relevant interest, please follow this link:** [Financial manual of guidance for schools | Schools (oxfordshire.gov.uk)](http://schools.oxfordshire.gov.uk/cms/node/469#fi4)

**Please note that if you have nothing to declare, then you must write “None” in the box and date and sign the entry below.**

**Declaration**

I certify that, to the best of my knowledge, I have declared all beneficial interests which I, or any person closely connected to me, have with businesses, other organisations, and connected people that may have dealings with this school. I understand that it is my responsibility to declare any conflict of interest/loyalty, business or personal, when present at a meeting where such a contract or matter comes under consideration. I understand that I must withdraw from any meeting during the discussion of such a contract or matter and must not vote in respect of it.

**SIGNED: ……………………………………………………… DATE: ..…………………..**

2 *A ‘connected person’ may be a friend or other people or organisations who are part of the governor’s network.*

1. *A ‘close relative’ would normally include at least: • Parents or step parents or parents-in-law; • Sons or step sons or sons-in-law; • Daughters or step daughters or daughters-in-law; • Brothers and sisters; • And the spouses or partners of any of the above people* [↑](#footnote-ref-1)