



CYNGOR SIR CEREDIGION COUNTY COUNCIL

GWASANAETH YSGOLION – ADRAN Y LLYWODRAETHWYR/
SCHOOLS SERVICE – GOVERNORS DEPARTMENT

FFURFLEN ETHOL LLYWODRAETHWR / GOVERNOR NOMINATION FORM

Dethol Llywodraethwr / *Governor Selection:*

Ticiwch am ba enwebiad yr ydych yn ceisio amdano / Please tick which nomination you are applying for:	✓	Cwblhewch / Complete:
Rhiant / Parent		Adran 1 – 7 / Section 1 – 7
ALI / LA ¹		Adran 1 – 7 / Section 1 – 7
Cymunedol / Community		Adran 1 – 7 / Section 1 – 7
Athro/Athrawes / Teacher		Adran 1 – 7 (nid 4) / Section 1-7 (not 4)
Staff / Staff		Adran 1 – 7 (nid 4) / Section 1-7 (not 4)

Enw'r Ysgol yr ydych yn cyflwyno cais i'w chynrychioli
Name of School for which you are applying:

1. Manylion yr Enwebai / Nominee Details:

Teitl / Title:	(hy/ie: Cyng/Cllr, Mr, Mrs, Miss, Dr, ayyb/etc)
Enw llawn / Full Name:	
Cyfeiriad / Address:	
Côd post / Post code:	
☎ Gartref / Home:	
☎ Symudol / Mobile:	
☎ Gwaith / Work:	
E-bost / E-mail:	
Dosberthir pob gohebiaeth drwy ebost oni hysbysir yn wahanol / All correspondence will be distributed via email unless otherwise notified	

¹ Noder / Note: Ni chaniateir i neb wasanaethu ar fwy na dau gorff llywodraethol / No person may serve on more than two governing bodies

2. Monitro Cyfle Cyfartal / Equal Opportunities Monitoring:

Rhyw / Gender:	Gwryw / Male		Benyw / Female		Gwell gennyf beidio â dweud / Prefer not to say							
I ba grŵp oedran rydych yn perthyn iddo? <i>What age group do you belong to?</i>			18-25		26-35		36-45		46-55		55+	
A ydych yn ystyried fod gennyh anabledd? / <i>Do you consider that you have a disability?</i>			Ydw / Yes		Nac ydw / No		Gwell gennyf beidio â dweud / Prefer not to say					
A oes gennyh anabledd a ddiffiniwyd gan y Ddeddf Gwahaniaethu ar Sail Anabledd? / <i>Do you have a disability as defined by the Disability Discrimination Act?</i>				Oes / Yes		Nac oes / No		Gwell gennyf beidio â dweud / Prefer not to say				
Sut byddech chi'n disgrifio'ch cenedligrwydd? / <i>How would you describe your nationality?</i>		Cymreig / Welsh			Seisnig / English			Prydeinig / British				
		Albanaidd / Scottish			Gwyddelig / Irish			Arall / Other				

3. Manylion yr Cynigydd(ion) / Proposer(s) Details:

1. Enw Y Cynigydd ^{2 3} : <i>Name of proposer:</i>	
Cyfeiriad / Address:	
Côd post / Post code:	
Llofnod / Signature:	

2. Enw Yr Eilydd : <i>Name of seconder:</i>	
Cyfeiriad / Address:	
Côd post / Post code:	
Llofnod / Signature:	

² I ethol Rhiant Lywodraethwyr rhaid bod y cynigydd a'r eilydd yn rhiant un o ddisgyblion yr ysgol / To nominate a Parent Governor, the Nominee and Seconder must be a parent of a pupil at the school

³ Noder / Note: Nid oes hawl gan Brifathrawon i gynnis ac eilio cynrychiolydd o blith yr athrawon/staff / Headteachers do not have the right to propose and second teacher/staff representatives.

4. Manylion Personol / *Personal Details:*

Galwedigaeth / *Occupation:*

Diddordebau / *Interests:*

Rhowch fanylion bras o'ch cefndir, a chrynodeb o'ch profiad a'r nodweddion personol sydd, yn eich tyb chi, yn eich gwneud yn ymgeisydd addas ar gyfer y swydd hon. (Bydd y manylion yn cael eu llun-gopiö fel y'u cyflwynir gan yr ymgeisydd cyn cael eu dosbarthu, os yn gymwys). Dim mwy na 120 o eiriau

Give brief details of your background, and a summary of your experiences and personal attributes which you consider make you a suitable applicant for this appointment. (The details will be photocopied as they have been presented by the nominee before Distribution, if applicable). No more than 120 words.

Arwyddwyd/Signed:

5. Cyfyngiadau ar Deilyngdod:

- Ni all unrhyw un fod yn aelod o fwy na dau gorff llywodraethol.
- Ni all unrhyw un dan ddeunaw oed adeg ei benodi neu ei ethol, fod yn llywodraethwr.
- Llywodraethwr sydd, heb ganiatâd y corff llywodraethol, wedi methu â mynychu cyfarfodydd o'r corff llywodraethol am gyfnod o chwe mis o ddyddiad y cyfarfod diwethaf.
- Unrhyw un sydd wedi'i ddyfarnu'n fethdalwr tan iddo/i gael ei r/rhyddhau o'r methdaliad.
- Unrhyw un sydd wedi derbyn Gorchymyn Datgymhwysu o dan Ddeddf Datgymhwysu Cyfarwyddwyr Cwmnïau 1986 neu sydd wedi methu â gwneud taliadau yn unol â Gorchymyn Gweinyddu Llys Sirol o dan y Ddeddf Methdaliad 1986.
- Unrhyw un sydd wedi'i ddiswyddo o elusen trwy Orchymyn y Comisiwn Elusennau neu'r Uchel Lys oblegid camreolaeth neu gamymddygiad wrth weinyddu elusen yr oedd ef/hi yn gyfrifol amdani.
- Athrawon neu rai sy'n gweithio gyda phlant neu bobl ifanc sydd â'u henwau wedi ymddangos ar restr y rhai sydd â'u cyflogaeth wedi'i gwahardd neu'i chyfyngu.
- Unrhyw droseddwr sydd:
 - o fewn y pum mlynedd diwethaf wedi'i garcharu, heb yr opsiwn o dalu dirwy, am gyfnod o dri mis o leiaf;
 - o fewn yr 20 mlynedd diwethaf wedi'i ddedfrydu am gyfnod o 2½ mlynedd o garchar o leiaf;
 - ar unrhyw adeg wedi'i garcharu am gyfnod o bum mlynedd o leiaf;
 - wedi'i ddedfrydu am greu niwsans ar eiddo ysgol wladol o dan Adran 547 y Ddeddf Addysg 1996.
- Unrhyw un sydd wedi'i ddyfarnu'n anaddas i fod yn berchennog o ysgol annibynnol neu'n athro mewn sefydliad o'r fath o dan Adran 470 neu 471 y Ddeddf Addysg 1996.
- **FALLE BYDD ANGEN GWIRIAD DATGELU GWYBODAETH (DBS) YN EICH RÔL.**

6. Egwyddorion Ymddygiad ar gyfer Llywodraethwyr Ysgolion Cymru:

Er mwyn i lywodraethwyr gyflawni eu cyfrifoldebau a'u dyletswyddau'n effeithiol ac effeithlon dylai llywodraethwyr:

- sicrhau bod eu gweithredoedd yn adlewyrchu yr hyn a ystyrir yn fuddiannau gorau'r ysgol a'i disgyblion;
- mynychu cyfarfodydd corff llywodraethu'n rheolaidd;
- ar ôl eu penodi, cymryd y cyfle i fynychu hyfforddiant sefydlu a ddarperir gan yr ALI neu'r ysgol;
- ar ôl eu penodi, ymgyswrtio gyda gwaith yr ysgol a chadw'r wybodaeth hon yn gyfredol;
- cynnal eu gwybodaeth o bolisi, rheoliadau a chanllawiau addysg cyfredol ac ehangu eu sgiliau trwy gymryd rhan mewn rhaglenni hyfforddiant gan gynnwys hyfforddiant ar gyfer y corff llywodraethu cyfan a digwyddiadau eraill;
- arddangos ymrwymiad i gyfle cyfartal ac adlewyrchu hynny wrth ddatblygu a chymhwyso'r polisïau y mae'n ofynnol i'r ysgol eu cael mewn perthynas â rhyw, gogwydd rhywiol, statws priodasol neu bartneriaeth sifil, ailbennu rhywedd, hil, crefydd neu gred, anabled neu oedran (fel y'u diffinnir yn y Ddeddf Cydraddoldeb 2010);
- gweithredu fel ffrind beirniadol gyda'r rhai hynny sydd â chyfrifoldebau proffesiynol yn yr ysgol, gan gofio cyfrifoldeb y corff llywodraethu ei hun i hybu cyflawniad addysgol o safon uchel;
- bod yn ymwybodol o, a gweithredu o fewn, cyfyngiadau cyfrifoldebau'r corff llywodraethu a, lle bo angen, chwilio am a rhoi ystyriaeth ddigonol i wybodaeth, cyngor a chanllawiau proffesiynol;
- parchu'r cyfrifoldeb sydd ar y pennaeth i wneud penderfyniadau o ddydd i ddydd i reoli'r ysgol;
- ufuddhau i gyd-gyfrifoldeb trwy gefnogi penderfyniadau democrataidd y corff llywodraethu;
- parchu hawl y corff llywodraethu i drin rhai materion yn gyfrinachol, gan gyfyngu trafod y fath faterion, naill ai o fewn neu'r tu allan i gyfarfodydd y corff llywodraethu yn unig, i gyd-lywodraethwyr ac mewn achosion addas o fewn pwyllgorau'r corff llywodraethu yn unig;
- datblygu gweledigaeth eglur ar gyfer yr ysgol gyda chydweithwyr ar y corff llywodraethu;
- sicrhau bod eu cyfraniad i benderfyniadau corff llywodraethu yn canolbwyntio ar yr hyn sydd o fudd gorau i'r disgyblion, a bod yn ymwybodol y dylai lles disgyblion fod yn flaenoriaeth bob amser o ran amddiffyn plant, iechyd a diogelwch a helpu pob plentyn i ddatblygu i'w potensial llawn;
- annog a chyfranogi mewn systemau sy'n darparu cyfathrebu agored ac effeithiol, gan helpu i sefydlu gweledigaeth eglur o ddatblygiad yr ysgol;
- bod yn ymwybodol bod pob llywodraethwr yn gyfartal ac yn parchu barn eraill ac yn adlewyrchu hynny yn ei ymddygiad wrth ddelio â chyd-lywodraethwyr;
- bod yn ymwybodol eu bod yn atebol i rieni ac eraill yn y gymuned leol a cheisio dyfeisio deialog effeithiol gyda phawb sydd â diddordeb yng ngweithrediad a safonau'r ysgol;
- ufuddhau i bob protocol a gweithdrefn a gytunir gan y corff llywodraethu;
- bod yn agored, gonest, gwrthrychol, teg a diduedd ac yn barod i wynebu'r rhagfarnau personol a all amharu ar wneud penderfyniadau gwybodus gan gynnwys gwrthdaro buddiannau.

5. Eligibility Limitations:

- No person can be a member of more than two governing bodies.
- No one under the age of 18 at the time of appointment or election may be a governor.
- A governor who, without the consent of the governing body, has failed to attend a meeting of the governing body for a period of six months from the date of the last meeting.
- Anyone who has been adjudged to be bankrupt until he or she has been discharged from bankruptcy.
- Anyone who is subject to a disqualification order under the Company Directors Disqualification Act 1986 or who has failed to make payments required by the county court administration order under the Insolvency Act 1986.
- A person who has been removed from the office of a charity by order of the Charity Commission or the High Court because of mismanagement or misconduct in the administration of a charity for which he or she was responsible.
- Teachers or workers with children or young persons whose names appear in the list of those whose employment is prohibited or restricted.
- Any person with a criminal conviction who:
 - within the last five years has received, without the option of a fine, a sentence of imprisonment of not less than three months;
 - within the last 20 years has received a sentence of not less than 2½ years imprisonment;
 - at any time has received a sentence of imprisonment for not less than five years;
 - who has been convicted or making a nuisance on the premises of a maintained school under S547 of the Education Act 1996.
- Any person who has been declared unsuitable to be a proprietor of or teacher at an independent school under S470 or S471 of the Education Act 1996.
- **A SATISFACTORY DISCLOSURE CHECK (DBS) MAY BE REQUIRED TO CARRY OUT YOUR ROLE.**

6. Principles of Conduct for Governors of Schools in Wales:

By applying to become a School Governor and by signing this application form, as a Governor you are agreeing to follow the below guiding principles:

- ensure that their actions reflect the considered, best interests of the school and its pupils;
- attend governing body meetings regularly;
- on appointment attend induction training provided by the LA or the school;
- on appointment, familiarise themselves with work of the school and keep this knowledge up to date;
- maintain their knowledge of current education policy, regulations and guidance and extend their skills by participating in training programmes including whole governing body training and other events;
- demonstrate a commitment to equality of opportunity and reflect this in developing and applying the policies the school is required to have in respect of sex, sexual orientation, marital or civil partner status, gender reassignment, race, religion or belief, disability or age (as defined in the Equality Act 2010);
- act as a critical friend towards those with professional responsibilities in the school, bearing in mind the governing body's own responsibility to promote high standards of educational achievement;
- be conscious of, and act within, the limits of the responsibilities of the governing body and when necessary, seek and give due consideration to professional information, advice and guidance;
- respect the responsibility of the headteacher for the day-to-day decisions in the management of the school;
- observe collective responsibility by supporting, once determined by democratic means, the decisions of the governing body;
- respect the governing body's right to deem certain matters to be confidential, restricting discussion of such matters, whether inside or outside governing body meetings, solely to governor colleagues and in appropriate cases solely to discussion within governing body committees;
- develop with colleagues on the governing body, a clear vision for the school;
- focus their contribution to governing body decisions upon what is in the best interests of pupils, and be conscious that the welfare of pupils should always come first in terms of child protection, health and safety and helping each child to develop their full potential;
- encourage and participate in systems which provide for open and effective communication, helping to establish a clear vision of the school's development;
- be aware that all governors are equal and respect others' views and behave accordingly in dealings with governor colleagues;
- be aware of their accountability to parents and others in the local community and seek to devise effective dialogue with all those interested in the conduct and standards of the school;
- observe all protocols and procedures agreed by the governing body;
- be open, honest, objective, fair and impartial and prepared to confront the personal prejudices that may hinder informed decision-making including conflicts of interest.

7. Datganiad / Declaration:

I'w lenwi gan y person a enwebir / To be completed by nominee:

Cofrestr Buddiannau Busnes / Register of Business Interests:			
1. Isod, nodaf fy muddiannau busnes / I set out below my business interests:			✓
Pennaeth / Headteacher:		Staff Addysgu / Teaching staff:	
Staff Ategol / Support staff:		Llywodraethwr heblaw staff yr ysgol / Governor not on the school staff:	
2. A oes gennych gysylltiadau/aelodaeth/cyfranddaliadau mewn cwmnïau ayyb sy'n meddu ar fuddiannau busnes uniongyrchol â'r Ysgol? / Have you connections/membership/shares in companies etc, which have a direct business interest in the School?			
Nac oes / No	Oes / Yes	Os oes, nodwch nhw os gwelwch yn dda / If yes, please specify.	
3. A oes gennych chi unrhyw fuddiannau busnes fel yr eglurwyd yn y Nodiadau Canllaw? / Have you any business interests as explained in the Notes of Guidance?			
Nac oes / No	Oes / Yes	Os oes, nodwch nhw os gwelwch yn dda / If yes, please specify.	

Yr wyf i yn cytuno/cadarnhau:

- I dderbyn yr enwebiad i wasanaethu fel cynrychiolydd fel y dangosir ar y Corff Llywodraethol
- Fy mod yn cwrdd â'r maen prawf cymhwyster
- Bod y manylion ar dudalen 3 yn cael eu dosbarthu i'r Corff Llywodraethol neu Rhieni lle bo'n gymwys neu os bydd angen cynnal etholiad.
- I dderbyn a dilyn egwyddorion 'Ymddygiad ar Gyfer Llywodraethwyr Ysgolion yng Nghymru'.

I agree/confirm:

- To accept the nomination to serve as the indicated representative on the Governing Body
- That I meet the eligibility criteria
- That the details on page 3 will be circulated to the Governing Body and Parents where applicable or in the event of an election
- To accept and adhere to follow the 'Principles of Conduct for Governors of Schools in Wales'.

Enw / Name: _____

Llofnodwyd / Signed: _____ Dyddiad / Date: _____

Llenwch y cais yma a'i anfon at y Pennaeth Gwasanaeth Ysgolion (Adran y Llywodraethwyr) Canolfan Rheidol, Rhodfa Padarn, Llanbadarn Fawr, Aberystwyth, Ceredigion, SY23 3UE cyn 10 o'r gloch y bore ar y diwrnod cau.

NO DER NI FYDD UNRHYW CEISIADAU HWYR NEU RHAI GYDA MANYLION PERSONOL DROS 120 O GEIRIAU YN CAEL EI HYSTYRIED.

Please complete this application and return to Head of Schools Service(Governors Section), Canolfan Rheidol, Rhodfa Padarn, Llanbadarn Fawr, Aberystwyth, Ceredigion, SY23 3UE before 10 am on the morning of the closing date.

NOTE THAT LATE APPLICATIONS OR THOSE WITH PERSONAL DETAILS EXCEEDING 120 WORDS WILL NOT BE CONSIDERED.