

DECLARATION OF BUSINESS AND PECUNIARY INTERESTS FOR GOVERNORS / STAFF OF SOUTH HYLTON PRIMARY SCHOOL



The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, Regulation 16, Schedule 1, Part 1-3 stipulate that members of Staff and School Governors are forbidden from being involved in decision making relating to purchases by the school of goods and services from themselves, their relatives or organisations in which they or those close to them have significant interest (Business/ Pecuniary Interest, see Appendix1). The school is required to maintain a register of such interests.

Governing Bodies are also asked to declare any material interests arising from relationships between Governors or relationships between Governors and School staff.

This form provides a standard way for Governors and Staff to declare such interests. The information provided will be held securely by the school and is open for inspection by authorised persons (e.g. OFSTED inspectors, Internal Audit, Local Authority Education Officers, etc.).

NAME	POSITION

Business and Pecuniary Interests	
Neither I nor my partner, nor any close relative of mine, has a significant Business or Pecuniary interest.	<input type="checkbox"/>
I declare the following Business or Pecuniary Interest:	

Governance Roles in Other Educational Institutions	
I confirm that I am not currently nor have I carried out a governance role in another educational establishment in the last 12 months. (Including, Headteacher at another school, Business Manager, Governor etc.)	<input type="checkbox"/>
I declare that I currently or have in the last 12 months carried out a governance role in another educational establishment as follows:	Name of Educational Establishment/Governing Body:
	On going Term of Office: <input type="checkbox"/> Date Term of Office Ended: _____

I undertake to keep this declaration up to date while I hold any position that requires it and to renew it each year.

I undertake to abstain from any decision making which may result in substantial, direct or indirect, reward to me, my partner or spouse, or a close relative from a transaction made with the school, whether or not that interest is declared here.

Signed: _____

Date: _____

Business Interests**Appendix 1**

A business interest is the involvement of an individual or their family members in any trade or profession, along with any direct interest they may have in any company providing goods or services to the school. For example, if a Governor runs their own building company or provides training courses for teaching staff. When making a decision about what or what not to declare, the individual should consider how they may be challenged about their decision not to disclose information.

All members of the Governing Body, the Headteacher and any staff who influence financial decisions, are expected to declare any business interests that they or any family member may have. A register of the business interests should be made available in the school and there should be an annual review of this register. In addition, where a Governor or member of staff has no business interests, they should complete a form saying 'No interests to declare'. New Governors or members of staff, influencing financial decisions, should be asked to complete a form on joining the Governing Body or school.

Pecuniary Interests**Appendix 2**

It is a common misconception that pecuniary interests are the same as business interests; however, pecuniary interest is a wider term. Pecuniary interests include personal financial interests, such as involvement in a trust fund or investment, as well as potential interests that may arise, for example, where a member of staff's husband is applying for a vacancy in the school or where a Staff Governor is involved in the decision over the promotion of a colleague, and where they may be a potential candidate for the post made available.

Because of the nature of these interests, they cannot only be declared annually. All members of the Governing Body and all members of staff should be made aware at Governor and staff meetings of the need to declare these interests, as they arise. Declarations should be made in writing to the Headteacher or the Chair of Governors and these should be filed in a register of pecuniary interests.