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## Outstanding governance in a single school: nomination form

#### Please finish and submit this completed form, including the privacy notice, via email to [awards@nga.org.uk](mailto:awards@nga.org.uk) by 12pm on Monday 14 April 2025.

#### Information about the nominated board

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| Name of the school being nominated |  |
| Local authority |  |
| Link to school website |  |
| Name of the chair of the board (if different from above) |  |
| Chair’s email address |  |

#### Your information

|  |  |
| --- | --- |
| Your name |  |
| Capacity in which you are aware of the board’s work |  |
| Your email address |  |
| Your contact number |  |
| How did you hear about the Outstanding Governance Awards? |  |

#### Questions about the work of the governing board

Please answer the following questions with reference to the criteria on the [category information sheet](http://www.nga.org.uk/media/jktlr3sq/nga-single-school-award-information-sheet.pdf). Please do not include hyperlinks to web pages or documents in your answers to these questions.

(1) Describe how the governing board demonstrates effective governance in relation to:

* The make-up of the board
* How well the board understands its role and responsibilities
* Effective chairing
* Professional clerking
* Board relationship with staff
* Providing effective challenge

(1,250-word limit)

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(2) Tell us about a time when the board identified an area of improvement, how you responded and the overall outcome.

This should be an example of when the board has gone beyond the basics of its core responsibilities to have a significant impact on the school. Examples include but are not limited to:

* Identified and addressed issues impacting a particular group in the context of the school e.g. pupils with SEND
* Successfully led a specific change, such as a change of school or leadership structure, or opening a new school
* Taken an innovative approach to governance recruitment, development and practice that has had a positive impact on the school
* Contributed to improvement in the wider school sector. For example, by supporting other governing boards to improve or working as part of a formal collaborative structure.

(500-word limit)

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(3) Additional question – How does the board assure itself that its vision and strategy is being properly implemented? (300-word limit)

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#### Supporting evidence

Please provide the following supporting evidence about the trust you are nominating. We will use this information to inform our judgement.

* The agenda and minutes from two previous board meetings
* Link to the governors’ page on the school website to include list of governors, terms of office and conflicts of interest.
* Links to vision and values page(s).

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| --- |
| Links: |

Note: further supporting information may be requested at later stages of the process.

### Privacy Notice

Before submitting this nomination, please ensure you have provided details for the chair of the governing board (if this is someone other than yourself) and a third-party referee. Please obtain permission from the individual chair and from your third-party referee before sharing their details with us. This data will be held securely by the National Governance Association to correspond with them regarding the Outstanding Governance Awards. This data, in respect of these awards, will be deleted by the National Governance Association on or before 15 April 2026.

If your nomination reaches the next stage, we will share your details with the award judges for the purposes of them contacting you to arrange a visit (either virtual or in-person) to the school, and to use your name for publicity purposes. All data provided by you and collected as part of the Outstanding Governance Awards will be stored in compliance with the General Data Protection Regulations (GDPR). For further information on how we protect personal data, please read our [Privacy Policy](https://www.nga.org.uk/privacy-policy).

Before submitting this nomination, please read in full the terms and conditions.

All nominations, information, shortlists, judging processes and results must remain confidential until the National Governance Association advises that this can be made public.

This data will be held securely by the National Governance Association to correspond with you regarding the Outstanding Governance Awards. Your data, in respect of these awards, will be deleted by the National Governance Association on or before 15 April 2026.

By completing this form, you are confirming that you are consenting to the National Governance Association holding and processing your personal data for the following purposes (please click each box where you grant consent.

* *I consent to NGA contacting me by phone regarding the Outstanding Governance Awards.*
* *I consent to NGA contacting me by email regarding the Outstanding Governance Awards.*