DECLARATION OF PERSONAL INTEREST

**GOVERNORS / STAFF OF …………………………. SCHOOL**

|  |  |
| --- | --- |
| **Name:** | **Position:** |

**Complete Section 1 and Section 2 as required.**

**Section 3 must be completed in all cases.**

1. Myself and or someone with whom I have a close or blood relationship has a significant interest in organisation(s) that may supply goods or services to the school. (YES/NO)\* If Yes complete section 2. (\*Delete as appropriate)

2. I declare the following interest(s).

|  |  |
| --- | --- |
| Interested Party (e.g. Self, Partner, Close Relative) | Nature of Interest |
|  | (Continue overleaf if necessary) |

**3. To be completed in all cases**

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

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

I understand that this document will form part of the register of interest for the school and is open to inspection by all relevant parties.

Signed: Date: