

Am I eligible to stand for co-option?

1. To be eligible for co-option you must:

- be nominated in accordance with the procedure set out in the 'How do I stand for co-option?' section below
- within a period of two years ending on 1 July 2026, have been employed (on a part-time or full-time basis) in the election category in which you are seeking co-option
- have paid the GTC Scotland registration fee required for the current year in order to maintain your registration to be a fully registered or provisionally registered teacher
- have the election category in which you are seeking to be co-opted entered against your name on the Register

You will be disqualified if at any time before the co-option you cease to meet any of the above criteria.

2. In addition you may be ineligible to be co-opted if any of the following apply to you:

- unspent criminal convictions or outstanding criminal charges
- a finding of impaired fitness to practise by any regulatory body
- disqualification from a profession or as a company director
- bankruptcy;
- removal from a position as a charity trustee, as a director of a public body or similar;
- barred or disqualified from regulated work with children or vulnerable adults by virtue of the Protection of Vulnerable Groups (Scotland) Act 2007 (or any similar equivalent legislation).

If any of these apply to you, you must tell us in your Nomination Form.

3. If co-opted, you will require to have satisfactory membership of Scotland's Protection of Vulnerable Groups (PVG) Scheme in respect of both the children's and protected adults workforces. GTC Scotland will initiate the relevant PVG application process and will meet the associated fee as applicable to Council membership.

Allocation to an Election Category

There are four election categories:

- Primary school teachers
- Secondary school teachers
- Further education teachers/lecturers
- Teachers/lecturers delivering Initial Teacher Education

You will be affiliated to one of the categories listed above based on your registration category (which it is assumed reflects your employment). To be eligible for this co-opted seat, you must have the 'Further education teachers/lecturers' election category entered against your name on the register. If the nature of your registration means that you could fall into more than one election category and the category that you have been affiliated with does not match your current employment, please contact governance@gtcs.org.uk to request to change this.

How do I stand for co-option?

In order to become a candidate for co-option, you must:

- complete and submit the Nomination Form provided by GTC Scotland by email to governance@gtcs.org.uk
- be nominated by a proposer and a seconder, each of whom must complete and electronically sign the relevant parts of Section A of your Nomination Form and, at the date upon which they have signed your Nomination Form:
 - have paid the GTC Scotland registration fee required for the current year in order to maintain their registration to be a fully registered or provisionally registered teacher
 - have provided their name, registration number, postal and email addresses as they are entered against their name in the Register

Submission of nomination form

You must submit your completed, signed nomination form to governance@gtcs.org.uk by **9am on Monday 31 August 2026**.

Late submissions will not be accepted. All submissions received will be acknowledged by email on Monday 31 August 2026. If you have not received this email, you **MUST** contact governance@gtcs.org.uk by Tuesday 1 September 2026 to check your submission has been received. If you do not contact GTC Scotland by this date, and it later transpires your

submission was not received, no late submission will be accepted. **We would strongly recommend requesting a delivery and/or read receipt at the time of emailing your submission.**

It is in your interest to submit the form in good time before the deadline so that the necessary checks can be made. Unfortunately, we have no flexibility for extending the deadline for anyone running late, providing incorrect details or missing important information on their nomination form. We cannot accept changes to the nomination form after the deadline.

Any question arising as to the validity of a nomination will be determined by the Appointments Committee.

Where, in the opinion of the Appointments Committee, a nomination is invalid, the Governance Officer will notify the candidate to that effect by email, no later than Monday 14 September 2026, stating the reasons why the nomination is considered to be invalid.

Equality and Diversity

GTC Scotland promotes equality and diversity because we respect and value difference. We want everything that we do to be fair to all individuals and groups. We apply the terms of our Equality Policy to everything that we do, including our election process. To view our Equality and Diversity Policy, please visit our website (www.gtcs.org.uk/equality-diversity).

Use of Your Personal Information

Data Protection

In accordance with Schedule 5 of the Election Scheme, the following information will be shared with Council in respect of each candidate:

- name
- post held at the candidate qualifying date
- educational establishment in which employed on the candidate qualifying date
- academic, technical and professional qualifications held
- co-option statement

We believe it is very important to respect your privacy. With the exception of the information referred to above, we will keep the personal information that you provide to us secure. The information that you provide will be used:

- as part of the co-option process and for equality monitoring purposes
- if an audit is carried out to ensure that the co-option process followed has been fair and appropriate

If you are not successful in being co-opted, your personal information will be kept for a period no longer than two years.

Co-option guidance checklist

Before returning your nomination form, please take a few moments to go through the following checklist as any missing items may invalidate your nomination:

- Your proposer and seconder have all completed the relevant parts of Section A of the nomination form, have stated their registration numbers and have all signed (electronically) and dated the form.
- Within a period of two years ending on the 1 July 2026, you (the nominee) have been employed (on a part-time or full-time basis) as a teacher/lecturer in the election category in which you are seeking co-option.
- You (the nominee) have completed Section B of this nomination form and have signed and dated the declaration.
- You (the nominee) have completed Section C of this Nomination Form and have signed and dated the co-option statement