



The Eden Academy Local Governing Bodies Terms of Reference

Purpose

The Eden Academy Trust wishes to create Local Governing Bodies that are forward looking, dynamic and creative. Their purpose will be to pursue the overarching vision and aims of the Eden Academy Trust, learning from best practice and taking into account local circumstance. In addition to their monitoring role, the LGBs will offer strategic advice to the Board of Directors about the priorities and vision for the individual school as well as those for the Academy Trust in general.

1.0 Constitution and Terms of Office

The Local Governing Bodies should reflect the views of its stakeholders. As such, it should be suitably representational including staff members, members of the local community and at least 2 parent members. (The number of parental representatives is statutory and included within the Articles of Association)

The Chair of the Governing Body will be elected annually. They will nominate a representative to serve as a Director on the Board of Directors for a three year period.

All prospective governors will be interviewed by the Chair of Governors and will be required to undertake a DBS. Terms of office for governors will be for three years. At the end of that period, governors wishing to continue will need to discuss and agree this with the Chair of Governors.

Meetings of the LGB will be clerked and the minutes will be made available on the Eden Academy website.

The quorum for the LGB will be 3 governors, or where greater one third (rounded up to a whole number) of the total number of governors holding office at the date of the meeting.

2.0 Appointments to the Local Governing Body

Interested parties will be asked to send an expression of interest to the Chair of the LGB. A communication inviting these expressions of interest will be sent to stakeholders on an annual basis but will be accepted at any other time during the year as well.

In considering expressions of interest the Chair, in consultation with the Director representative and Head of School will need to consider its representational nature along with the skill sets required to run effectively. It is the role of the representative of the LGB to inform the Board of Directors about the composition of the LGB including any changes. This

will happen at least annually. In this way, the Board of Directors can continue to monitor the composition of the LGB across the Academy.

The Chair, in consultation with the Director representative and Head of School will have the power to remove a governor should it be perceived that the said Governor is disruptive or is in some way impacting negatively on the effective functioning of the Governing Body.

All governors will be asked to make a declaration of interest to avoid any conflicts of interest arising.

3.0 Responsibilities

A detailed set of accountabilities and responsibilities across the Eden Academy Trust is contained within the Scheme of Delegation.

Legal accountability for all aspects of the Academy lies with the Board of Directors including finance, personnel and premises. However the BOD requires the Local Governing Body to carry out a monitoring role in order to advise and inform them as appropriate.

The working of the LGB (e.g. in terms of committee structures, governors with special responsibility) is to be determined by the LGB itself. However, in doing so the LGB will need to ensure it covers the following:

- Pursue the overarching vision and aims of the Eden Academy Trust, learning from best practice and taking into account local circumstance
- Offer strategic advice to the Board of Directors about priorities for the individual school and contribute to the construction of the school's ADP as well as the overarching aims of the ADP
- In conjunction with the Academy Lead for Curriculum and Assessment, monitor the quality of educational provision and performance (including curriculum and standards and achievement)
- Contribute to the monitoring of all aspects of the management of finances (including ensuring that the school is operating in accordance with the Funding agreement signed with the Secretary of State) via the LGB representative on the Academy finance committee
- Contribute to the monitoring of all aspects of asset management via the LGB representative on the Academy (including Health and Safety)
- In conjunction with the Principal and the Head of School, contribute to the management of personnel issues including the appointment of the Head of School, where necessary and report to the Board of Directors as appropriate
- In conjunction with the Head of Finance and Resources, to establish and keep under review Critical Incident policy and procedures

- To establish and keep under review a protocol for the Governing Body including Governor’s visits to the school
- To make recommendations to the Board of Directors to establish exceptional working arrangements where particular circumstances arise e.g. a joint committee to oversee a building project
- To be available and respond to matters of particular difficulty, sensitivity or emergency and offer advice to the Head of School and Principal
- To undertake tasks delegated to them by the Board of Directors.

This document was approved and adopted by the Board of Directors on

Name of the Chair of Directors Barry Nolan

Signature of the Chair of Directors: _____

Date: _____

To be reviewed: