

Local Board Terms of Reference

Local Board (LB)

Terms of Reference

LAAT Vision Overview

Lincoln Anglican Academy Trust (LAAT) has adopted the Lincoln Diocesan vision for Church schools as its own vision. This underlines to all the strong family links between the two separate organisations and supports everyone in their understanding that diocesan schools within LAAT continue to be part of the diocesan family.

The need for pupils to actively engage in Excellence, Exploration and Encouragement underpin LAAT's belief that all children need to flourish in a creative environment that allows them to become all that God intended.



Vision:

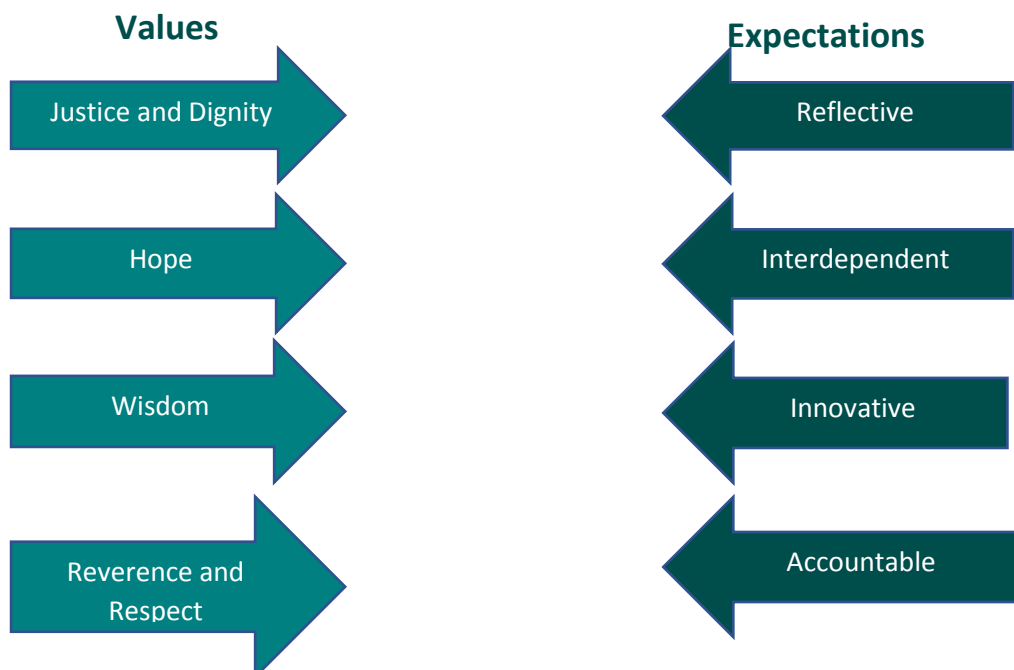
Schools serving their communities through Excellence, Exploration and Encouragement within the love of God

Principles:

Leaders at all levels will be servant leaders sharing the responsibility for all of the children in all of the schools.

We will hold true to our values and aspirations keeping all children at the heart of all of our decisions

We will build a family of schools with strong Christian values at the centre of all that we do flowing out to transform local communities



1. Constitution

The Lincoln Anglican Academy Trust's (hereafter 'LAAT' or 'the Trust') Articles of Association provide for each Academy of the Trust to provide local governance arrangements on behalf of the Board.

2. Authority

The Local Board (LB) is a formal sub-committee of the Trust Board and has a range of powers delegated to it under the LAAT Scheme of Delegation. It should at all times seek to ensure that, in its pursuit of outstanding governance, it is acting in a way that is consistent with the Vision, Values, policies and protocols of LAAT.

3. Membership and Administration

Membership:	<p>LAAT Members – appointed directly by the Main Board (x 3 for C of E schools, x 5 for community schools). Parents and Staff are eligible for appointment as LAAT Members, subject to the total number of Parent members, or Staff members, on the Local Board not exceeding one third of the total number of Local Board Members.</p> <p>LAAT Foundation Members – For academies of religious character, LAAT will liaise with the DBE and PCC to appoint Foundation Members (x 2). Parents and Staff are eligible for appointment as LAAT Foundation Members, subject to the total number of Parent members, or Staff members, on the Local Board not exceeding one third of the total number of Local Board Members</p> <p>Parent Members (x2) – parents of registered pupils at the relevant School may apply to the Local Board for selection as a Parent Member of the Local Board</p> <p>Headteacher – the Headteacher, or Executive Headteacher and Head of School of each School, shall be a Local Board Member.</p> <p>Community Members – Each Local Board may nominate one member of the local community to serve on the Local Board. All nominations must be approved by LAAT</p>
Terms of office:	4 years, or; length of employment in the case of Staff; in the case of a parent, until they cease to have a child registered at the school.
In attendance:	Members of the leadership team as required, members of the LAAT Central Team as required, LAAT Directors as required.
Chair:	The Chair is appointed by the LAAT Board on an annual basis.
Clerk:	A Clerk will be appointed by LAAT, in consultation with the Local Board.
Quorum:	3 members, with non-staff members in the majority.
Attendance:	Unless previously agreed with the Chair, it is expected that all Local Board Members will attend and participate in meetings on a regular basis. The Chair of the Local Board may make a request to LAAT for the removal of

Local Board Members for non-attendance over a period of 6 months, or attendance of less than 75% within a year.

Frequency of meetings: At least three times per year.

Minutes: Draft minutes to be available to LAAT Governance Officer within 10 working days of each meeting, and to the Trust Board on request.

4. Role

The LB will be responsible for the monitoring the quality of provision and standards of achievement of school by:

- Monitoring performance against targets set by the LB and SEA.
- Monitoring the implementation of the policy framework set by the LB and its impact on standards of achievement.
- Monitoring the school self-evaluation and satisfying itself to the accuracy of this, including via reports from the SEA as determined by the LB.
- Monitoring and evaluating progress towards actions and objectives in the School Development Plan
- Ensuring the school complies with statutory requirements.
- Providing robust challenge and support to school leaders.
- Monitoring and evaluating progress towards post-inspection or review action points.

The LB will hold school leaders to account, and be accountable to any interested party for the school's performance by:

- Receiving regular information from the SEA, Headteacher and SLT on the performance of all aspects of the school.
- Supporting the DCEO/SEA with the performance management of the Headteacher, in line with the LAAT policy and Scheme of Delegation, and monitoring progress towards agreed targets.
- Receive regular reports on and monitor standards of teaching.

5. Responsibilities

The specific duties of the Local Board are set out in the Scheme of Delegation, and are inclusive of, but not limited to:

1. To set the vision and ethos of the school in line with the Trust-wide vision
2. To be champions for the school within the local Church and community
3. To work with LAAT DCEO/SEA to carry out the Headteacher's performance management
4. Agree targets and key priorities in line with the Trust-wide vision and priorities
5. Monitor and challenge school development/action plans to ensure targets and key priorities are being met
6. Monitor and challenge standards of teaching and learning and pupil attainment and progress, including the attainment and progress of vulnerable groups
7. Monitor and challenge pupil absence and persistent absence
8. Monitor and challenge the allocation and use of Pupil Premium and Sports Premium funding
9. To ensure a broad and balanced curriculum is in place and is implemented in line with the school's vision and values

10. To determine and agree school-specific policies ensuring that they reflect the school's ethos and values
11. Promote, develop and maintain a robust culture of Safeguarding that has at its heart the welfare and needs of all children and staff
12. To ensure legal requirements are being met in respect of pupils with SEND and Looked After Children
13. To consider certain exclusions and any representations, and implement an appeals process for excluded pupils
14. To review and approve an admissions policy, and any application and appeals decisions as required
15. To ensure RE and collective worship is provided according to Trust deed, the Christian ethos and statutory requirements
16. To ensure the Sex and Relationship policy and curriculum meet statutory requirements and reflect the Christian ethos of the school
17. To ensure that requirements relating to Health and Safety are met, along with any actions identified through Health and Safety audits
18. To ensure all statutory information is published on the school's website
19. To provide regular reports to the LAAT Board on the activities and the developments of the Local Board
20. To review annually the performance and impact of the Local Board and prepare a plan to address any identified actions

In the event that the Local Board fails to fulfil their responsibilities under these Terms of Reference, Directors may, in consultation with Central Officers, take one of the following actions:

- Removal of individual Local Board Members
- Supplementation of Local Board with Central Officers/Directors/External Members
- Disband the Local Board and establish an Interim Local Board (ILB)
- Disband the Local Board and establish a Local Council