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CITY of LONDON PRIMARY ACADEMY ISLINGTON Local Governing Body Terms of Reference

Introduction

The City of London Academies Trust (the Trust), oversees the LGB of the City of London Primary Academy Islington (COLPAI). The LGB of COLPAI will oversee the performance of the school against the key performance indicators set by the Trust Board as well as establish its own identity, and strengths and weaknesses, and how best to address them.

The Local Governing Body (LGB) has responsibility for the functioning of the school within the overall strategic direction and framework of delegation set by the Trust. There will also be regular and prompt reporting of decisions to the Trust Board.

Responsibilities:

- A commitment to providing outstanding education that enriches and inspires students, enabling them to reach their full academic and personal potential.
- To work within the scheme of delegation established on an annual basis, and to review effectiveness each year.
- Recommend an LGB budget plan for the financial year and monitor the budget in principle monthly and at least termly.
- Set targets/objectives for COLPAI's Headteacher with the CEO of the Trust and monitor these targets.
- Recommend the appointment of Headteachers to COLPAI and approve deputy headteacher appointments.
- Propose staff, HR, pay, performance and disciplinary policies.
- Approve the school development plan and review progress against the development plan.
- Establish and implement a curriculum policy.
- Propose targets for student achievement and monitor targets.
- Approve pupil behaviour policies and monitor implementation of these Policies.
- Propose academy Admissions policy.
- Approve academy Safeguarding/Prevent policies.
- Approve academy premises related policies.
- Approve and implement Health and Safety policies.

Membership:

LGB membership of COLPAI should be structured as follows:

1 Chair -appointment approved by COLAT Board

1 Deputy Chair

Head Teacher - ex officio

Up to 5 Governors appointed by the LGB with Trust approval

2 Parent Governors

2 Staff Governors - One support staff and one teaching staff



LGB governor appointments are approved by the City of London Academies Trust Trustees, in consultation with the City of London Corporation as Sponsor.

The Chair of the LGB is appointed by the Trustees, with the approval of the Sponsor. The Trustees also have the power to intervene and request a governor to stand down, or in extreme circumstances remove a governor if necessary.

LGB Link Governors

The LGB will set up Link Governors, depending on the needs of the school. Link Governors will provide advice to the LGB and monitor areas such as Finance, Safeguarding, Health and Safety and the curriculum. LGB will make final decisions on any matters in consultation with the Head and Link Governors.

Quorum

A minimum of 5 governors in attendance, with the majority being governors who are not parent or staff governors, constitutes a quorum.

If the number of Governors assembled for a meeting of the Local Governing Body does not constitute a quorum, the meeting shall not be held.

If during a meeting of the Local Governing Body the number of Governors present ceases to constitute a quorum, the meeting shall be terminated forthwith.

Chair and Deputy-Chair

The Chair is appointed by the Trust Board but requires consent from the City Corporation as Sponsor.

Meetings

The Local Governing Body shall meet at least once in every term and shall hold such other meetings as may be necessary.

All meetings shall be convened by the Clerk to the Local Governing Body, who shall send to the Governors written notice of the meeting and a copy of the agenda at least seven clear days in advance of the meeting.

Clerking

The LGB has responsibility for appointing its own clerk.