



Local Governing Advisory Board Terms of Reference

1. What role will the Local Governing Advisory Board play?

1.1 Our Trust proposes to have Local Governing Advisory Boards (**LGAB**) at each academy to play a central role in local governance operations including:

- ▲ supporting with any operational management issues at individual academy level;
- ▲ communicating with staff, pupils and parents;
- ▲ celebrating the academy's achievements;
- ▲ providing an interface with the local community; and,
- ▲ ensuring that each academy becomes a genuine hub of the community.

It is intended that LGABs will be the advocates of their individual academy community and will support the work of the Trust by representing parents, pupils, staff and the community and by working with the Headteacher to advise the Executive Team and Trust Board on significant issues relating to academy improvement.

1.2 LGAB's will meet formally once per term and the academy Headteacher will attend these meetings. LGABs will consider the Headteacher's termly updates and will have particular reference to monitoring academy updates relating to inclusion issues e.g., SEND, safeguarding and use of the Pupil Premium. These boards will enable local people to get involved in the life of the academy and help build the reputation of the academy in the community. As a minimum, the LGABs will have two parent Governors who will be elected from amongst the parent body in line with the model articles of association. We will also encourage staff, pupils, parents, and members of the community to be part of the group.

1.3 The Chair of each LGAB will act as an adviser and advocate of their academy to the Trust Board. The Chair of the LGAB will have an open, formal invite to attend all scheduled internal quality assurance meetings



(Raising Achievement Boards and Resource Management Boards) for their academy, so that they have an active role in scrutinising the performance of the academy and to ensure transparency within the academy accountability structures. LGAB Chairs can extend this invitation to other members where it is deemed appropriate to do so. The LGAB Chairs will be invited to meet with the Chair of the Board of Trustees on an annual basis

1.4 Alongside Trust Directors, at least two LGAB members will be invited to sit on any disciplinary, admissions or exclusion panel hearings. All such panels will always be composed of a majority of non-Trust employees.

2. Will the LGAB have any decision making power?

2.1 In terms of strategic level decisions for the Trust, no. The accountability for each academy will sit with the Trust Executive and Board with each LGAB acting as an advisory body to the Board of Trustees. However, there are local level responsibilities that are more appropriately managed at individual academy level and these are clearly defined in the AspirePlus Educational Trust's Scheme of Delegation.

2.2 Any delegation of function from the trust will be based upon the quality of governance and management at an individual school and school performance being deemed to be at an acceptable level. Where performance is judged insufficient, then the Board of Trustees will revoke any delegated responsibilities from academies and Local Governing Advisory Boards, as required.

2.3 Each LGAB is intended to be a sounding board for the academy – to gauge the opinions and ideas of parents, pupils, staff and the community and to work together advising the Board on how further improvements or shared learning can be achieved.

2.4 Each LGAB is designed to enable local people to get involved in the life of the academy and to support its standing in the community eg. helping to run celebration events, inputting into communications about the academy, making links with local businesses in the community etc



3. How will the LGAB advise the Trust Board?

3.1 Each LGAB will have clear mechanisms to ensure that they can advise and influence the strategic direction of the Trust through the following channels:

- ▲ LGAB Chairs are invited to join internal quality assurance meetings to scrutinise and support the academy in achieving improved educational outcomes for its pupils and to ensure transparency within the accountability structure. Other LGAB members can also be invited to attend these meetings in an observational capacity.
- ▲ LGAB Chairs will be required to report back to the Trust Chair on the progress of the academy and the work of the LGAB on a termly basis.
- ▲ Representatives of the LGAB will be invited to meet with Trustees on an annual basis as a minimum to make sure that there is an opportunity to advise the overarching Board of Trustees on matters relating to its remit.

4. What is the membership of the LGAB?

4.1 The composition of each academy LGAB will be as follows:

LGAB Membership
Chair: Appointed by the Trust
Parent Representative (Elected)
Parent Representative (Elected)
Parent Representative (Elected)
Support Staff Representative (Elected)
Teaching Staff Representative (Elected)
Community Representative (Co-opted)
Community Representative (Co-opted)
Community Representative (Co-opted)
Student Representatives (Head Boy/Head Girl)

4.2 The AspirePlus Educational Trust reserves the right to remove LGAB members who are not adhering to the Code of Conduct although it is expected that such matters will be managed by the Chair of the LGAB in the first instance.



4.3 The Trust Board and Executive team will support each academy in recruiting governors to serve on the LGABs.

5. What is the term of office?

5.1 Elected governors will serve a term of office as defined at the time of election (minimum of three years)

5.2 There will be no fixed term of office for non-elected governors, but each governor will be asked to annually complete a declaration of interest form, the code of conduct and a continuation of role pro forma for each new academic year.

5.3 All governors will be required to complete a DBS check prior to appointment.

6. How often will the LGAB meet?

6.1 The LGAB will meet formally once per term and the academy Headteacher will attend these meetings.

6.2 The Trust will coordinate scheduled school visits (e.g Subject visits) working with the individual academy LGAB Chairs to determine areas of focus. Members of the LGAB will be encouraged to be involved alongside Directors of the Trust.



CODE OF PRACTICE FOR LOCAL GOVERNING ADVISORY BOARDS

Introduction

The following is not a definitive statement of responsibilities but is concerned with the common understanding of broad principles by which the LGAB and individual governors will operate.

The LGAB of all AspirePlus Educational Trust academies accept the following principles:

General

- 1 The LGAB has responsibility for supporting the Trust in operational management issues at individual academy level
- 2 The LGAB recognises that the AspirePlus Educational Trust and Executive Team are responsible for the implementation of policy, day to day management of the academy and the organisation and delivery of the curriculum
- 3 Although governors represent different interest groups, their central concern at all times must be the welfare of the academy as a whole
- 4 All Governors have equal status regardless of their method of appointment
- 5 The LGAB and individual governors have a duty to act fairly and without prejudice at all times
- 6 In so far as they have, or share, responsibility for the employment of staff, the LGAB should fulfil all reasonable expectations of a good employer
- 7 The LGAB should recognise that their decisions could affect other schools or academies
- 8 The LGAB should encourage open governance except where the rules of confidentiality apply



Commitment

- 9 Being a Governor involves the commitment of significant amounts of time and energy, careful regard should be given to this when agreeing to serve, or to continue to serve, on the LGAB of an academy.
- 10 All Governors should involve themselves actively in the work of the LGAB and accept a fair share of responsibilities, including service on any agreed committees or working groups. The LGAB should ensure that responsibilities are shared by all Governors.
- 11 Regular attendance at meetings of the full LGAB, committees and working groups is essential. The date and times of meetings have been scheduled to be in line with the requirements of the school calendar and impact on school-based staff, they cannot be changed to suit the particular circumstances of individual governors.