



## Local Governing Board (LGB) terms of reference

### Responsibilities:

- Monitoring the School Development Plan (SDP)
- Engaging with parents and other stakeholders
- Holding the head of school and senior leaders to account
- Understanding the position of the school and its data
- Ensuring the distinctive nature and ethos of the school is protected

### Main duties:

1. Contribute to the strategic discussions at governing board meetings which determine:
  - the vision and ethos of the school
  - clear and ambitious strategic priorities and targets for the school
  - that all children, including those with special educational needs, have access to a broad and balanced curriculum
  - ensuring that the school's allocated budget impacts positively on outcomes for pupils, with particular regard to the pupil premium grant and Sport fund.
  - effective deployment of staff
2. Hold the senior leaders to account by monitoring the school's performance; this includes:
  - agreeing the outcomes from the school's self-evaluation and ensuring they are used to inform the priorities in the school development plan.
  - considering all relevant data and feedback provided on request by school leaders and external sources on all aspects of school performance.
  - asking challenging questions of school leaders.
  - ensuring the school is operating effectively according to its policies
  - acting as a link governor on a specific issue (pupil premium for example) making relevant enquiries and reporting to the governing board on the progress on a particular school priority.
  - listening to and reporting to the school's stakeholders: pupils, parents, staff, and the wider community, including local employers.
3. Evaluate the impact of resources (staffing and appraisal, premises, equipment) on pupil outcomes and raise questions with the trust board if additional resources are needed.





4. When required, serve on panels of governors to:
  - appoint the head of school and other senior leaders
  
  - oversee and participate as required in the school's complaints policy
  - hear the second stage of staff grievances and disciplinary matters
  - hear appeals about pupil exclusions

#### The Local Governing Board will be expected to:

1. Visit the school occasionally during school hours to gain a good understanding of the school's strengths and weaknesses in relation to the School Development Plan priorities.
2. Attend induction training and regular relevant training and development events
3. Attend meetings (local governing board meetings and committee meetings) and read all the papers before the meeting
4. Act in the best interest of all the pupils of the school
5. Behave in a professional manner, as set down in the governing board's code of conduct, including acting in strict confidence.

Reviewed: September 2019

