

Local Council Terms of Reference

Local Council (LC)

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

Values

Justice and Dignity

Hope

Wisdom

Reverence and

Expectations

Reflective

Interdependent

Innovative

Accountable

1. Constitution

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

2. 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 Council not exceeding one third of the total number of Local Council 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 Council not exceeding one third of the total number of Local Council Members</p> <p>Parent Members (x 2) – parents of registered pupils at the relevant School may apply to the Local Council for selection as a Parent Member of the Local Council.</p> <p>Headteacher – the Headteacher, or Executive Headteacher and Head of School of each School, shall be a Local Council Member.</p> <p>Community Members – Each Local Council may nominate at least one member of the local community to serve on the Local Council. All nominations must be approved by LAAT. Parents and Staff are eligible for appointment as Community Members, subject to the total number of Parent members, or Staff members, on the Council not exceeding one third of the total number of Local Council Members</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 Council
Quorum:	3 members, with non-staff members in the majority.
Attendance:	Unless previously agreed with the Chair, it is expected that all Councillors will attend and participate in meetings on a regular basis. The Chair of the Local Council may make a request to LAAT for the removal of Councillors for non-attendance over a period of 6 months, or attendance of less than 75% within a year.
Frequency of meetings:	At least four 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.

3. Authority

The Local Council 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.

4. Role

Local Councils are expected to draw upon the professional governance work, diagnosis and analysis undertaken by the LAAT Central Team when assessing the progress of their school. It should not seek to duplicate governance taking place elsewhere, but should focus on driving forwards the Vision, developing links with the Church and Community.

To that end Local Councillors should:

- seek to ensure that the Headteacher has created a culture that enables pupils and staff to excel. In line with the vision of LAAT, the school should be committed unwaveringly to setting high expectations for the performance and conduct of pupils and staff. Relationships between staff and pupils should be exemplary
- seek to maintain an accurate understanding of the school's effectiveness informed by the views of LAAT SEA, pupils, parents and staff. They use this to keep the school improving by focusing on the impact of their actions in key areas
- challenge senior leaders to ensure that the curriculum is broad and balanced and inspires pupils to learn. This should include pupils' spiritual, moral, social and cultural development and, within this, the promotion of fundamental British values
- challenge senior leaders to ensure that safeguarding is effective and that the work to protect pupils from harm is exemplary
- support and challenge the Headteacher and school leadership to ensure that the school's distinctive Christian vision is established and promoted at all levels, and is effective in enabling all pupils and adults to flourish

The Local Council will not be accountable to any interested party, including Ofsted, for the school's educational performance and standards.

5. Responsibilities

The specific duties of the Local Council shall be:

1. To set the vision and ethos of the school in line with the Trust-wide vision
2. To hold the Headteacher to account on the implementation of LAAT principles, values and expectations
3. To be champions for the school within the local Church and community
4. To provide regular communications to parents, the PCC and local community
5. To oversee fundraising activities or organisations such as the PTA who are fundraising
6. To ensure the School Development Plan meets the needs of the latest SIAMS framework
7. To be involved with the appointment of staff, working with LAAT officers for Headteacher appointments and the Headteacher for other staff appointments
8. To work with LAAT DCEO/SEA to carry out the Headteacher's performance management
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. To ensure legal requirements are being met in respect of pupils with SEND and Looked After Children
12. To ensure RE and collective worship is provided according to Trust deed, the Christian ethos and statutory requirements
13. To ensure the Sex and Relationship policy and curriculum meet statutory requirements and reflect the Christian ethos of the school
14. To ensure that safeguarding is effective and fully compliant with statutory legislation, and that the work to protect pupils from harm is exemplary
15. To consider certain exclusions and any representations, and implement an appeals process for excluded pupils
16. To review and approve an admissions policy, and any application and appeals decisions as required
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 LAAT Directors, via the Governance Officer, on the activities and the developments of the Local Council