



Polaris Multi Academy Trust Local Governing Body Terms of Reference

Duties of a Governor on a Local Governing Body (LGB)

The role of an LGB is an important one. It is to provide focused governance for the Academy at a local level and it is the intention of the Trust Board to ensure that the responsibility to govern the Academy is vested in those closest to the impact of decision-making.

The LGB monitors the Academy's key performance indicators and acts as a critical friend to the Head of School and the Academy's senior leadership team, providing challenge where appropriate. The LGBs carry out their functions in relation to their respective Academy on behalf of the Trust Board and in accordance with policies determined by the Trust Board. The act of delegation from the Trust Board to the LGBs is a delegation of powers and duties, and not a delegation or shedding of responsibilities.

The Local Governors are accountable to the Trust Board (who in turn is accountable to the Department for Education) as well as to the communities they serve. The broad duties of the Local Governing Body are below.

Population of the Local Governing Body

3 parent Governors

2 Community Governors

2 Staff Governors, including the Head of School

The Chair and Vice Chair must be either a community or parent governor

To provide strategic oversight and support to the Trust, Academy and Head of School:

- To implement the educational vision of the Polaris Multi Academy Trust and Academy including developing reviewing and monitoring the School Improvement Plan
- To implement and review the strategic plan for the Academy, focussing on the Academy's performance and achieving sustained school improvement and having regard to any locally agreed priorities identified by the Trust Board
- To be aware of and take into account views of parents, pupils/students, staff and the wider community that its academy serves and report on these as appropriate to the Directors
- To review the curriculum on advice from the Head of School



To support and challenge the Head of School and Senior Leadership Team in equal measure:

- To act as a critical friend to the Head of School and the Academy's senior leadership team, being ready to challenge and hold them to account for all aspects of the Academy's performance
- To challenge and support the Head of School in their functions and to receive from the Head of School and consider such reports as the LGB may require

To ensure there is strong financial oversight and compliance with policy and statutory obligations of the Academy and the Trust:

- To oversee and control the financial performance of its Academy within the limits specified by the Polaris Multi Academy Trust Audit, Risk and Finance Committee, including maintaining such records as the Directors may require, and advising the Directors generally on financial issues in line with the Academies Financial Handbook
- To determine (and keep under review) such policies as the Trust may delegate to the LGB and to advise the Trust on the impact of Trust agreed policies
- To take all actions required to comply with statutory regulations and the Master Funding Agreement and Supplementary Funding Agreement including matters relating to safeguarding, student discipline, pupils/student and staff welfare, special educational needs, equality issues generally, sex and religious education (SRE), health and safety and the implementation of charging policies
- To implement the policies agreed by the Directors with regard to admissions (including taking of all admission decisions in accordance with the School Admissions Code)
- To maintain the Academy estate in accordance with any guidelines set out by the Trust
- To implement the Trust's procurement policies
- To manage the Academy's cash flow and monitoring expenditure by the Academy in accordance with policies determined by the Directors
- To notify the Trust of any changes to fixed assets used by the Academy