



# The Cornerstone Academy

The best in everyone™

Part of United Learning

## THE CORNERSTONE ACADEMY LOCAL GOVERNING BODY (LGB) TERMS OF REFERENCE 2023-24

1. The LGB will be made up of nine members which will, in line with UL guidance, include 1 parent, 2 members of staff and 6 governors who are independent of the school. In the event that there are more candidates for staff governor posts than posts available the Chair of the LGB will make the final decision on who should be appointed based on the skills that the candidates can offer the LGB. All LGB members are appointed by the LGB, to serve the board on the basis of skill.

The chair of the LGB is appointed by the United Learning Board of Trustees. The LGB reserves the right to assign Associate Members in addition to these members in order to capitalise on their specific expertise. The LGB agrees that Associate Members will not have voting rights and their participation is seen as guidance and support in order to inform Governors. Attendance at meetings will be by invitation only.

2. The Principal is not a member of the LGB but would normally be in attendance at all LGB meetings.
3. LGB members may serve for an initial period of three years and can be re-appointed.
4. Although not in any way legally responsible and not itself accountable for statutory functions, the LGB has an important role to play in assisting the Academy to operate effectively in line with the wishes of the United Learning Board. (The list of delegated responsibilities from the United Learning Board to the LGB can be found in the LGB Handbook). The freedom from statutory responsibilities provides opportunity for the LGB to focus on providing the school with support and challenge in the delivery of educational excellence.
5. The LGB will:
  - a) meet at least three times a year
  - b) follow a pattern of agendas based on the United Learning Model (see Handbook)
  - c) record the names of all present
  - d) record the names of those members whose apologies for absence are accepted
  - e) ensure that the Minutes of all LGB and committee meetings are recorded
  - f) elect a Vice Chair annually
  - g) review its own effectiveness and, when required, recommend and appoint potential new members

6. A quorum, (being 50% of current active membership), is required at each LGB meeting.

7. The LGB will establish the following committees at the July LGB meeting:

a) Finance Leadership & Management (FLM) Committee

b) Student Discipline (Behaviour) - A panel of 3 governors appointed when required

c) All committees will work within the framework set out in the LGB Handbook and have regard to their specific roles and responsibilities

8. The Clerk to the LGB must maintain a Register of Business Interests that will be reviewed annually. In addition, business interests on any Agenda must be declared at the commencement of all meetings and items to be excluded from the public copy of Minutes will be determined at the end of all meetings