**Camblesforth Community Primary Academy Local Governing Board**

**Summary of Roles and Responsibilities**

It must be remembered that the ultimate statutory responsibility for the appropriate management of the academy lies with the Trustees of Ebor Multi Academy Trust.

The local governing board (LGB) acts as a sub-committee of the Trustees, fulfilling the role of the trustees, with the exceptions of those responsibilities reserved by the trustees.

The LGB shall consist of eight members – two elected by parents, the Headteacher (ex officio), one elected by the academy staff, and four appointed by the Trust

The LGB has four key responsibilities:

* Improve the effectiveness of leadership and management
* Improve the quality of teaching, learning and assessment
* Improve the pupil personal development, behaviour and welfare
* Improve the outcomes for pupils and learners

The LGB has four key roles:

* Give strategic direction to the academy
* Act as a critical friend
* Ensure that all expenditure represents good value for money
* Promote the school in the local community

The LGB shall operate under the following guidelines:

* Have outward vision rather than internal preoccupation
* Encourage equality and diversity
* Concentrate of strategic guidance rather than administrative detail
* Recognise the distinction between the strategic governance role and the executive operational role
* Ensure that decision making is collective rather than individual (exceptions apply)
* Focus on the future as well as the present
* Be pro-active rather than re-active
* Promote, at all times and through all of its actions, positive academic and social outcomes, and vibrant experiences for all pupils

To assist in the above, the LGB may convene whatever sub-committees as it deems necessary, and may invite non-governors to be part of these committees where their expertise is considered valuable.

The LGB shall also nominate governors to take specific roles with respect to Health and Safety, Safeguarding, Headteacher appraisal, and Special Needs (SEND). Additionally the LGB may nominate individual governors to have specific link roles with other aspects of the curriculum, or year group, or class.

Additionally members of the LGB shall be involved in Headteacher and staff recruitment, except where these roles are filled as a result of redeployment or reallocation within the Trust.

Specific areas delegated to the LGB for which the LGB is responsible:

* Approval and removal of non-Trust appointed governors (staff, parent and associate)
* Approval and removal of the LGB Chair
* Completion of LGB skills audit and appropriate recruitment to fill gaps
* Completion of annual LGB self-review
* Prepare an annual schedule of LGB business
* Ensure that the academy website is compliant
* Agree the academy’s vision and strategy
* Determine and agree academy local policies
* Engage with stakeholders
* Agree key priorities against which academy progress can be measured
* Agree the academy budget plan to ensure key priorities are met
* Agree the arrangements for monitoring performance

Specific areas delegated to the LGB for which the LGB shall recommend action:

* Approval and removal of Trust appointed academy governors
* Academy staffing structure
* Specific areas delegated to the LGB for which the LGB has an advisory role:
* Appointment and dismissal of the academy head
* Performance management of the academy head
* Monitor and agree staff appraisal procedure and pay progression
* Ensure robustness in benchmarking and trust-wide value for money

In all cases, for the full detail and interpretation of roles and responsibilities the reader shall refer to the Ebor MAT scheme of delegation, latest version.

Ian Fenton

15th September 2019