

## Local Accountability Board Member Role Description

The Local Accountability Board is responsible for maintaining and improving the standard of achievement of students and for the conduct of the Academy. Local Accountability Board members have a particular responsibility to preserve and develop the character of the Academy in keeping with the White Rose Academies Trust values and ethos.

Individual Local Accountability Board members may not act independently of the rest of the Local Accountability Board. Decisions are the joint responsibility of the Local Accountability Board. The Academy's mission and ethos should be the underlying focus of any decisions taken.

The role of the Local Accountability Board is a strategic one; its key functions are to:

- set detailed aims and objectives for the Academy
- set the policies for achieving those aims and objectives
- set the targets for achieving those aims and objectives
- monitor and evaluate the progress the Academy is making towards achievement of its aims and objectives
- be a source of challenge and support to the Principal (a critical friend)

The Principal is responsible for the internal organisation, day to day management and control of the Academy and the implementation of the strategic framework established by the Local Accountability Board and the wider Academy Trust.

A Local Accountability Board members at Leeds West Academy will be required to:

- always act in the best interests of all the students in the Academy.
- have a clear, enhanced DBS check.
- adhere to the Code of Conduct adopted by the Local Accountability Board (see Code of Conduct)
- undertake a Skills Audit as part of New Local Accountability Board members Induction.
- commit sufficient time and energy in order to involve themselves actively in the work of the Local Accountability Board.
- make every effort to gain a good understanding of the Academy and staff as appropriate.
- develop an effective working relationship with the Principal based on honesty, confidentiality and mutual trust.
- develop good working relationships with other stakeholders, such as parents, the Board of Directors (White Rose Academies Trust), the Local Authority, the local community, other schools.
- have a 3 year term of office.

### **Full Local Accountability Board Meetings:**

There will be at least 6 meetings per year of the Local Local Accountability Board (LGB).

- It is essential that all Local Accountability Board members make every effort to attend Local Local Accountability Board Meetings, and that if they are unable to do so they inform the Principal or the Clerk to the Local Accountability Board as soon as possible, with a reason, so the apologies can be noted in the minutes.
- Before any meeting it is essential that Local Accountability Board members read papers thoroughly, making a note of any questions or queries they have, or points to raise/clarify.

The role of Local Accountability Board members does not attract any remuneration but necessary and reasonable travelling expenses and subsistence can be reimbursed (please ask the Clerk for further details).

**Persons are not eligible to serve as School Governors if:**

- they are under age 18 at the date of their election or appointment.
- they become at any time during their period of office incapable by reason of mental disorder, illness or injury of managing or administering their own affairs.
- they have failed to attend the Governing Body meetings for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the Governing Body.
- their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced, or they are the subject of a bankruptcy restrictions order or an interim order.
- They are subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).
- they would cease to be a director by virtue of any provision in the Companies Act 2006 or are disqualified from acting as a trustee by virtue of section 72 of the Charities Act 1993 (or any statutory re-enactment or modification of that provision)
- they have been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible or to which he was privy, or which he by his conduct contributed to or facilitated.
- They are included in the list kept by the Secretary of State under section 1 of the Protection of Children Act 1999, disqualified from working with children in accordance with Section 35 of the Criminal Justice and Court Services Act 2000 or barred from regulated activity relating to children (within the meaning of section 3(2) of the Safeguarding Vulnerable Groups Act 2006).
- They are a person in respect of whom a direction has been made under section 142 of the Education Act 2002 or is subject to any prohibition or restriction which takes effect as if contained in such a direction.
- they have, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or a lesser sentence except where a person has been convicted of any offence which falls under section 72 of the Charities Act 1993.
- Refuse an application being made to the Criminal Records Bureau for a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997.

**Staff & Parent Governors:**

- A Staff Governor must be employed by the Academy Trust at the time of appointment.
- A parent governor must not be employed by the Academy Trust and must be a parent / carer of a student registered at the school at the time of election or appointment.