

Instrument of governance



Written by:	Bruno Davis	Date: 22.08.22
Last reviewed on:	N/A	
Next review due by:	22.08.23	

Contents

1. Legislation and statutory guidance.....	2
2. Method of governance.....	2
3. The role of the board.....	3
4. Membership of the board.....	3
5. Method of reporting.....	3
6. Board member training.....	3
7. External oversight.....	3
8. Links with other policies.....	4

1. Legislation and statutory guidance

Independent schools are required to have 'effective governance' as per the Independent School Standards. Independent schools have freedom to be governed in any manner that they can reasonably justify as being appropriate and effective. Independent schools can be governed by charities, individual proprietors or corporate proprietors. The Lion Works school's governance structures fully comply with part 4 of the Independent School Standards. This further applies to clause 318 of Keeping Children Safe in Education 2022.

The Lion Works School is operated and governed by a commercial entity, this is classed as a corporate proprietor. Classroom Education Services Ltd operates the school and is responsible for its governance. This fully complies with the Independent School Standards. Maintained school's are required to maintain governing boards, this does not apply to Independent Schools. The level of Proprietor engagement varies in Independent schools and Proprietor led Independent schools are fully compliant with Keeping Children Safe in Education legislation. It is not appropriate for an Officer or Director of Proprietary organization to be a Designated Safeguarding Lead at a school it operates. This is fully complied with by The Lion Works School.

The corporate entity is governed by those bodies relating to commercial entities registered within the UK. A register of officers is publicly available. Corporate responsibility rests with the director(s) of the company. As a commercial entity the organization publishes required accounts and declarations as per Her Majesty's Revenue and Customs legislation. The organization is not controlled by or has any commercial interest in non-UK financial jurisdictions.

Classroom Education Services Ltd abides by United Kingdom employment law. As a United Kingdom registered commercial entity the organization and its sub-structures are compliant with and governed by the Health and Safety executive.

The controlling commercial entity is authorized by the Department for Education (DFE) to operate The Lion Works School as an Independent School. The DFE performs regular checks on the legal compliance of the commercial organization. The DFE directs Ofsted to perform oversight and scrutiny functions which includes the effective Proprietary Corporate governance of The Lion Works School.

The proprietary body can be contacted on 01202 113707 during term time and holiday time. The bodies registered address is: The Lion Work School, 543 Wallisdown road, Poole, BH12 5AD. Post is received at this address year round.

2. Method of governance

1. The name of the school is The Lion Works School
2. The school is an Independent Special School
3. The name of the proprietary body is Classroom Education Services Ltd.
4. The proprietary body, entirely at its discretion, will form and maintain a board of non-executive directors at each school to act as a "critical friend" and to ensure the effective and compliant operation of the school.

- a. There will be 3 board members
 - b. The headteacher will attend the meetings and may also direct additional staff to attend if required
 - c. The board's oversight and governance relates to the operation of the school
5. Non-executive directors are appointed for one calendar year. This appointment may be continued into the following year at the discretion of the proprietary body. There is no maximum term of engagement as a non-executive director.
6. The proprietary body may appoint additional non-executive directors if it is judged to be in the best interest of the school.
7. Where possible Non-Executive Directors will be appointed by the first day of the school year, but all reasonable endeavors will be made to constitute the board prior to the last day of the Autumn term half term break.

3. The role of the Board

The board will meet on a half termly basis. There is a standing agenda for each meeting. Any board member is able to request additional items for the agenda from the Director.

The board's remit is to support the Headteacher with drafting, implementing and reviewing the school development plan (SDP) as well as ongoing auditing and school compliance oversight. The board will act as a 'critical friend' to support the school's Senior Leaders to reflect and develop processes within the school.

The board will review feedback collated from parent questionnaires, the parent committee and stake holder input.

The board will review: Leadership and management, Personal Development, Behaviour and Attitudes and Quality of Education. The board will also review information provided by the School's Development Partner.

One designated member of the board will be appointed to support and audit the school's safeguarding processes. They will audit on a half termly basis and prepare a written report for the director(s).

The board is not able to direct the Headteacher to take specific action but will report and advise the Director(s) of the proprietary body and make recommendations for development actions.

4. Membership of the Board

Membership of the board will be at the direction of the proprietary body. Members of the board can be removed from post at the direction of the proprietary body. In the event of the removal of a board member, reasonable and practicable endeavors will be made to fill the non-executive post in a timely manner. Board members will be selected based on experience and qualifications.

5. Method of reporting

Meetings are minuted and redacted minutes will be made available to interested parties. The board is required to act with transparency, whilst maintaining an appropriate regard for confidentiality.

6. Board member training

All board members will have completed the following training before undertaking the non-executive board member role:

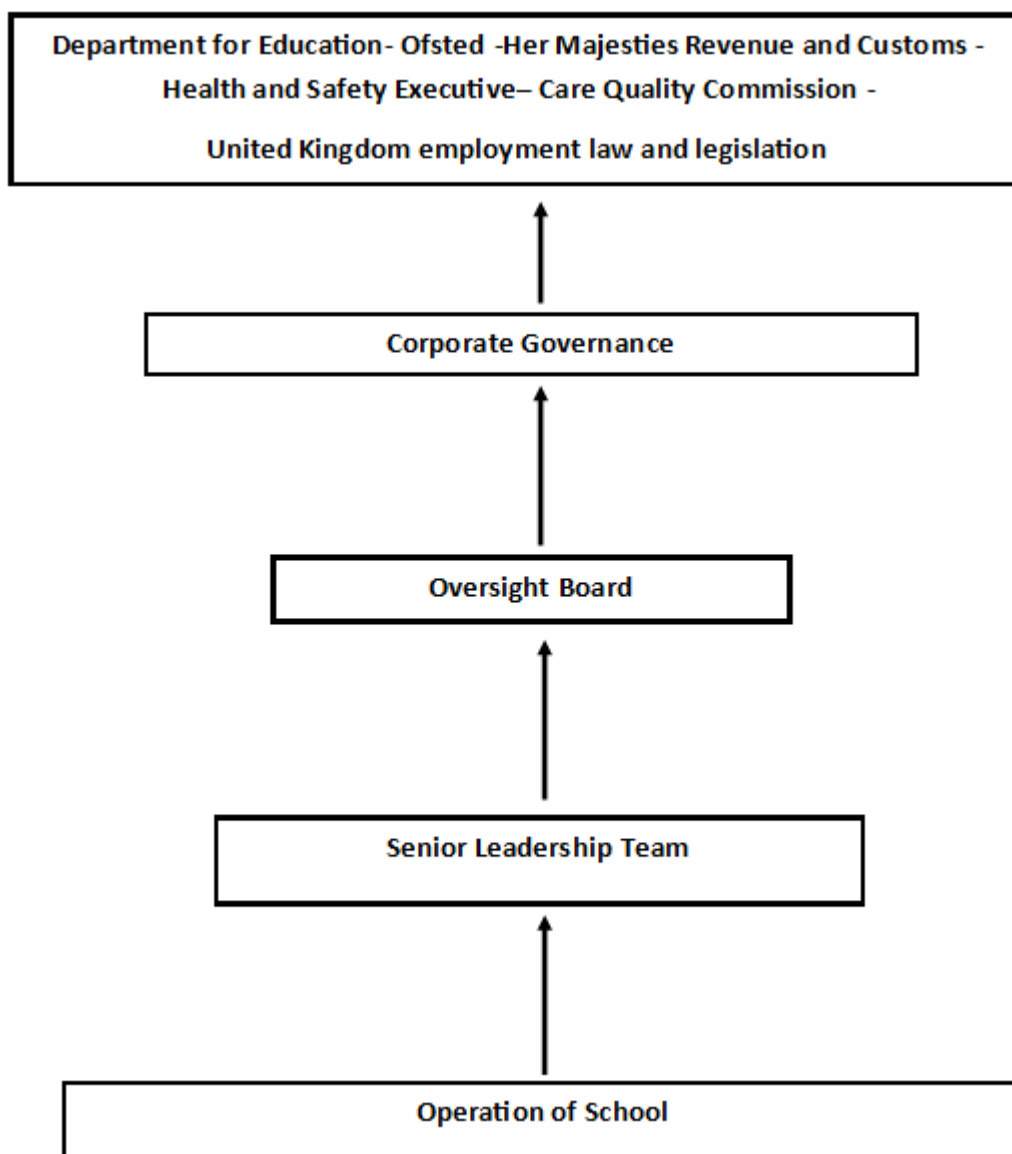
1. Level 2 or higher safeguarding training
2. Safer recruitment training

A record of the board members qualifications is retained.

7. External oversight

The commercial proprietary body is overseen by a number of regulatory bodies and maintains compliance checks both internally and via external consultants and services. The following diagram provides oversight information.

Oversight of The Lion Works School



8. Links with other policies

This policy complies with and should be considered alongside the following policies:

Complaints Policy

Safeguarding Policy

Admissions Policy