

Local School Committee (LSC) Member Role Description

The Local School Committee (LSC) is responsible for maintaining and improving the standard of achievement of pupils and for the conduct of the school. LSC Members have a particular responsibility to preserve and develop the character of the school in keeping with the Trust values and ethos.

Individual LSC Members may not act independently of the rest of the LSC. Decisions are the joint responsibility of the Committee. The Trust's mission and values should be the underlying focus of any decisions taken.

The role of the LSC is a strategic one. In conjunction with the Trust Board the LSC's key functions are:

- **Ensuring clarity of vision, values and strategic direction**
- **Holding executive leaders to account for the educational performance of the organisation and its pupils**
- **Overseeing the financial performance of the school and making sure its money is well spent**

The Headteacher is responsible for the internal organisation, day to day management and control of the school and the implementation of the strategic framework established by the wider Trust.

An LSC member will be required to:

- always act in the best interests of all the pupils in the school
- have a clear, enhanced DBS check
- adhere to the Governance Code of Conduct
- undertake a Skills Audit as part of New LSC Member Induction
- commit sufficient time and energy in order to involve themselves actively in the work of the LSC, including subcommittees and panels, as required
- make every effort to gain a good understanding of the school and staff, as appropriate
- develop an effective working relationship with the Headteacher based on honesty, confidentiality and mutual trust
- develop good working relationships with other stakeholders, such as families, the Trust Board, the local community and other schools
- have a 4-year term of office
- Attend induction and other training and development sessions.

LSC Meetings:

There will be at least four meetings per year of the LSC.

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

The role of LSC Member does not attract any remuneration, however necessary and reasonable travelling expenses can be reimbursed (please ask the Clerk for further details).

Staff and Parent LSC members:

- A staff member must be employed by the School Trust at the time of appointment. Staff members relinquish their governance role upon leaving their employment with the Trust.
- A parent member must not be employed by the School Trust and must be a parent / carer of a pupil registered at the school at the time of appointment.

Persons are not eligible to serve as an LSC Member 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 LSC 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 LSC
- 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.

Appendix:

The Seven Principles of Public Life

LSC Members shall at all times abide by the Seven Principles of Public Life as identified by The Committee on Standards in Public Life under the Chairmanship of Lord Nolan in 1995:

Selflessness

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Holders of public office should promote and support these principles by leadership and example.