

## Summary Delegated Powers Report

<b>TITLE</b>	Agree new Instruments of Government to be signed and sealed
<b>DATE OF DECISION</b>	1/07/15
<b>DECISION TAKER</b>	Education and Skills Director
<b>SUMMARY OF DECISION</b>	<p>Giving authority for Instrument of Government of school governing bodies to be submitted for signing and sealing.</p> <p>This report highlights the requirement to make the Instrument of Government for the following maintained schools:</p> <ul style="list-style-type: none"> <li>• Fairway Primary School</li> <li>• Northway School</li> <li>• Sunnyfields Primary School</li> <li>• Summerside Primary School</li> <li>• Manorside Primary School</li> <li>• Wessex Gardens Primary School</li> <li>• St Paul's Primary School</li> <li>• St Johns CE Primary School</li> <li>• St Mary's Primary School</li> </ul> <p><b>EQUALITIES AND DIVERSITY ISSUES:</b> The schools' Instruments of Government do not compromise their compliance with their statutory equality duties as set out in the Equality Act 2010.</p> <p><b>LEGAL ISSUES:</b> The School Governance (Constitution) (England) Regulations 2012 sets out the arrangements for the constitution of governing bodies of maintained schools including foundation and trust schools in England.</p> <p><b>BACKGROUND INFORMATION:</b> In line with new Regulations, Governing Bodies of Maintained schools have been required to reconstitute in regard to the number and types of Governor. The Governing Bodies of the schools listed have submitted details of changes in their Instruments of Government, which is the formal document that outlines the arrangement of each Governing Body.</p>
<b>SELF-ASSURANCE COMPLETE AND STATEMENT PROVIDED</b>	Yes
<b>AUDIT TRAIL OF DECISION – RETAINED AND WHERE?</b>	Retained in Governor Services.

**DECISION TAKER'S STATEMENT**

*I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

**I authorise the above decision**

**Signed**

A handwritten signature in black ink, appearing to read 'S. Khan', written over a horizontal line.

**Designation** Education and Skills Director

1<sup>st</sup> July 2015

**Date**

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**  
**COMMUNITY SCHOOLS**

**FAIRWAY PRIMARY SCHOOL**

1. The name of the school is **Fairway Primary School**
2. The school is a Maintained community school.
3. The name of the governing body is "**The Governing Body of Fairway Primary School**"
4. The Governing Body shall consist of:
  - a. **Three parent governors**
  - b. **One LA governor**
  - c. **One staff governor**
  - d. **One head teacher**
  - f. **Seven co-opted governors**
5. Total number of governors **13**.
6. The term of office of all governors is four years.
7. This instrument of government comes into effect on **13 October 2014**.
8. This instrument was made by order of the **London Borough of Barnet Local Education Authority** on 13 April 2015.
9. A copy of the instrument must be supplied to every member of the governor body (and the head teacher if not a governor), any trustees and to the appropriate religious body.

THE COMMON SEAL OF THE MAYOR )  
AND BURGESSES OF THE LONDON )  
BOROUGH OF BARNET was hereunto )  
Affixed in the presence of:- )

\_\_\_\_\_  
Assurance Director

\_\_\_\_\_  
Head of Governance

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

**NORTHWAY SCHOOL**

1. The name of the school is **Northway School**
2. The school is a Maintained Special school.
3. The name of the governing body is "**The Governing Body of Northway School**"
4. The Governing Body shall consist of:
  - a. **Four parent governors**
  - b. **One LA governor**
  - c. **One staff governor**
  - d. **One head teacher**
  - f. **Five co-opted governors**
5. Total number of governors **12**.
6. The term of office of all governors is four years.
7. This instrument of government comes into effect on **18 March 2015**
8. This instrument was made by order of **The London Borough of Barnet Local Authority** on 13 April 2015.
9. A copy of the instrument must be supplied to every member of the governor body (and the head teacher if not a governor), any trustees and to the appropriate religious body.

THE COMMON SEAL OF THE MAYOR )  
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BOROUGH OF BARNET was hereunto )  
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Assurance Director

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Head of Governance

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

**SUNNYFIELDS PRIMARY SCHOOL**

1. The name of the school is **Sunnyfields Primary School**
2. The school is a community school.
3. The name of the governing body is "**The Governing Body of Sunnyfields Primary School**"
4. The Governing Body shall consist of:
  - a) **3 Parent Governors**
  - b) **1 LA Governor**
  - c) **1 Staff Governor**
  - d) **1 Headteacher**
  - e) **4 Co-opted Governors**
5. Total number of governors shall be **10**.
6. This instrument of government comes into effect on **18 June 2015**
7. This instrument was made by order of the **London Borough of Barnet Local Authority** on 15 April 2015
8. A copy of the instrument must be supplied to every member of the Governing Body (and the Headteacher if not a Governor).

THE COMMON SEAL OF THE MAYOR )  
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Head of Governance

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

**SUMMERSIDE PRIMARY SCHOOL**

1. The name of the school is **Summerside Primary School**
2. The school is a community school.
3. The name of the governing body is "**The Governing Body of Summerside Primary School**"
4. The Governing Body shall consist of:
  - a) **3 Parent Governors**
  - b) **1 LA Governor**
  - c) **1 Staff Governor**
  - d) **1 Head teacher**
  - e) **6 Co-opted Governors**
5. Total number of governors shall be **12**.
6. This instrument of government comes into effect on **25 June 2015**
7. This instrument was made by order of the **London Borough of Barnet Local Authority** on 15 April 2015
8. A copy of the instrument must be supplied to every member of the Governing Body (and the Head teacher if not a Governor).

THE COMMON SEAL OF THE MAYOR )  
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BOROUGH OF BARNET was hereunto )  
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Head of Governance

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

**MANORSIDE PRIMARY SCHOOL**

1. The name of the school is **Manorside Primary School**
2. The school is a community school.
3. The name of the governing body is "**The Governing Body of Manorside Primary School**"
4. The Governing Body shall consist of:
  - a) **4 Parent Governors**
  - b) **1 LA Governor**
  - c) **1 Staff Governor**
  - d) **1 Headteacher**
  - e) **6 Co-opted Governors**
5. Total number of governors shall be **13**.
6. This instrument of government comes into effect on **25 June 2015**
7. This instrument was made by order of the **London Borough of Barnet Local Authority** on 15 April 2015
8. A copy of the instrument must be supplied to every member of the Governing Body (and the Headteacher if not a Governor).

THE COMMON SEAL OF THE MAYOR )  
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BOROUGH OF BARNET was hereunto )  
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Head of Governance

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**  
**COMMUNITY SCHOOLS**

**WESSEX GARDENS PRIMARY SCHOOL**

1. The name of the school is **Wessex Gardens Primary School**.
2. The school is a community school.
3. The name of the governing body is "**The Governing Body of Wessex Gardens Primary School**".
4. The Governing Body shall consist of:
  - a) **2 Parent Governors**;
  - b) **1 LA Governor**;
  - c) **2 Staff Governors** (of whom one is the Head Teacher);
  - d) **5 Co-opted Governors**.
5. The total number of governors shall be **10**.
6. This Instrument of Government comes into effect on **1 September 2015**.
7. This Instrument of Government was made by order of the **London Borough of Barnet Local Education Authority** on **15 April 2015**.
8. A copy of the instrument must be supplied to every member of the Governing Body (and the head teacher if not a governor).

THE COMMON SEAL OF THE MAYOR )  
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BOROUGH OF BARNET was hereunto )  
Affixed in the presence of:- )

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Assurance Director

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Head of Governance



**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

**ST PAUL'S CHURCH OF ENGLAND PRIMARY SCHOOL**

1. The name of the school is **St Paul's Church of England Primary School**.
2. The school is a voluntary aided school
3. The name of the governing body is: "**The Governing Body of St Paul's CE Primary School**".
4. The Governing Body shall consist of:
  - a. **Two parent governors;**
  - b. **One LA governor;**
  - c. **One staff governor;**
  - d. **One headteacher;**
  - e. **Seven foundation governors (*to outnumber total of other categories by two*)**
5. Total number of governors: **12**
6. The term of office of all governors is four years
- 7.
8. Foundation Governors shall be appointed as follows:
  - a. 2 appointed by the London Diocesan Board for Schools;
  - b. 2 appointed by the Parochial Church Council of St Paul's, Mill Hill
  - c. 2 appointed by the Deanery of West Barnet;
9.
  - a. The holder of the following office shall be a foundation governor ex-officio:  
The Chief Officiating Minister of St Paul's Mill Hill
  - b. The Archdeacon of Hampstead shall be entitled to appoint a foundation governor to act in the place of the ex-officio governor whose governorship derives from the office named in (a) above, in the event that that ex-officio governor is unable or unwilling to act as a foundation governor, or has been removed from office under regulation 21 (1) of the Regulations.
10. The Archdeacon of Hampstead shall be entitled to request the governing body to remove the ex-officio foundation governor referred to in 8a above and to appoint any substitute governor.
11. A Trust exists for the School

12. Ethos statement:

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian beliefs and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils.

13. This instrument of government comes into effect on **13 May 2015**

14. This instrument was made by order of **Barnet Local Authority** on 15 April 2015

15. A copy of the instrument must be supplied to every member of the governing body (and headteacher if not a governor), any trustees and to the London Diocesan Board for Schools.

THE COMMON SEAL OF THE MAYOR )  
AND BURGESSES OF THE LONDON )  
BOROUGH OF BARNET was hereunto )  
Affixed in the presence of:- )

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Assurance Director

\_\_\_\_\_  
Head of Governance

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

**ST JOHN'S CE PRIMARY SCHOOL**

1. The name of the school is **St John's CE Primary School**.
2. The school is a Voluntary Aided school.
3. The name of the governing body is: **"The Governing Body of St John's CE Primary School"**
4. The Governing Body shall consist of:
  - a. **3 parent governors;**
  - b. **1 LA governor,**
  - c. **1 staff governor,**
  - d. **1 headteacher,**
  - e. **1 co-opted governor,**
  - f. **9 foundation governors.**
5. Total number of governors: **16**
6. Foundation Governors shall be appointed as follows:
  - a. Appointed by the Parochial Church Council of St John's
7.
  - a. The holder of the following office shall be a foundation governor ex-officio :  
Vicar of St John's Church
  - b. The Chair of Governors shall be entitled to appoint a foundation governor to act in the place of the ex-officio governor whose governorship derives from the office named in (a) above, in the event that that ex-officio governor is unable or unwilling to act as a foundation governor, or has been removed from office under regulation 21 (1) of the Regulations.
8. The Chair of Governors shall be entitled to request the governing body to remove the ex-officio foundation governor referred to in 8a above and to appoint any substitute governor
9. Ethos statement:

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian beliefs and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils.

10. This instrument of government comes into effect on **1 September 2015**
11. This instrument was made by order of **Barnet Local Authority** on 15 April 2015
12. A copy of the instrument must be supplied to every member of the governing body (and headteacher if not a governor), any trustees and to the London Diocesan Board for Schools.

THE COMMON SEAL OF THE MAYOR )  
AND BURGESSES OF THE LONDON )  
BOROUGH OF BARNET was hereunto )  
Affixed in the presence of:- )

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Assurance Director

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Head of Governance

**LONDON BOROUGH OF BARNET**  
**LOCAL AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

**ST MARY'S CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOL,**  
**EAST BARNET**

- 1 The name of the school is **St Mary's Church of England Voluntary Aided Primary School, East Barnet.**
- 2 The school is a voluntary aided school.
- 3 The name of the governing body is **the Governing Body of St Mary's Church of England Voluntary Aided Primary School, East Barnet.**
- 4 The Governing Body shall consist of:
  - (a) **two parent governors**
  - (b) **one LA governor**
  - (c) **one staff governor**
  - (d) **one headteacher governor**
  - (e) **eight foundation governors**
  - (f) **one co-opted governor**
- 5 The total number of governors is **fourteen.**
- 6 The foundation governors shall comprise
  - (a) one ex officio governor as in 7(a)
  - (b) seven appointed as follows:
    - (i) two by the Diocesan Board of Education
    - (ii) five by the Parochial Church Council in whose parish the school is situated
- 7
  - (a) The holder of the following office shall be a foundation governor ex officio: the principal officiating minister (*ie* the incumbent or priest in charge of the parish in which the school is situated or a team vicar with a special cure of souls for the area in which the school is situated)
  - (b) The Archdeacon of the Archdeaconry in which the school is situated shall appoint a foundation governor to act in the place of the ex officio foundation governor whose governorship derives from the office named in (a) above, in the event that the ex officio governor is unable or unwilling to act as a foundation governor, or has been removed from office under regulation 23 of the School Governance (Constitution) (England) Regulations 2003, or there is a vacancy in the office by virtue of which the governorship exists.
- 8 The Archdeacon of the Archdeaconry in which the school is situated may, in consultation with the Diocesan Director of Education, request the removal of the ex-officio foundation governor and may appoint any substitute governor.

9 The ethos of the school is:-

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils.

10 This instrument of government comes into effect on 29 June 2015.

11 This instrument was made by order of the London Borough of Barnet on 15 April 2015.

12 A copy of the instrument must be supplied to every member of the governing body (and the head teacher if not a governor), any trustees and to the appropriate religious body.

THE COMMON SEAL OF THE MAYOR )  
AND BURGESSES OF THE LONDON )  
BOROUGH OF BARNET was hereunto )  
Affixed in the presence of:- )

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Assurance Director

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Head of Governance