

## Summary Delegated Powers Report

<b>TITLE</b>	Agree new Instruments of Government to be signed and sealed
<b>DATE OF DECISION</b>	2/9/15
<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>• Underhill Primary School</li> <li>• Dollis Junior</li> <li>• Menorah Primary</li> <li>• Gold Star Federation</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. Hassan', written over a horizontal line.

**Designation**

**Date**

**2.09.15**

**Executive Headteacher:** Mr Jack Newton  
**Head of School:** Mrs Jenny Matthews

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**Mays Lane**  
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[www.underhillschool.org](http://www.underhillschool.org)

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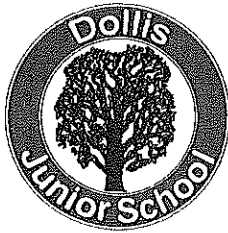
**LONDON BOROUGH OF BARNET**  
**LOCAL EDUCATION AUTHORITY**

**INSTRUMENT OF GOVERNMENT**

1. This is the Instrument of Government for Underhill School, a Community School located on Mays Lane, Barnet.
2. The Governing Body shall be known as 'The Governing Body of Underhill School'.
3. The Governing Body shall consist of:
  - a. Six (6) parent governors
  - b. One (1) Local Authority governor
  - c. One (1) Staff governor
  - d. Eight (8) Co-opted governors
  - e. One (1) Headteacher
4. The total number of governors is seventeen (17).
5. The term of office for governors who hold office in categories 3(a) to 3(e) above is four years.
6. The Executive Headteacher of Underhill School is the ex-officio governor in category 3(e). The Executive Headteacher can decline to take office in which case the position will remain unfilled.
7. This Instrument of Government comes into effect on 17<sup>th</sup> September 2014.
8. This instrument was made by order of the London Borough of Barnet on 25<sup>th</sup> August 2015.

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

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



## **DOLLIS JUNIOR SCHOOL**

### **GOVERNING BODY**

### **INSTRUMENT OF GOVERNMENT**

1. The name of the school is Dollis Junior School.
2. The school is a non-faith Foundation School (without a foundation)
3. The name of the governing body is "The Governing Body of Dollis Junior School"
4. The governing body shall consist of:
  - a. Four Parent governors
  - b. Two Partnership governors
  - c. One Staff governor
  - d. One Headteacher
  - e. One LA governor
  - f. Up to six Co-opted governors (as necessary)
  - g. As many non-voting Associate governors as necessary
5. The total number of full governors, with the right to vote, shall not exceed fifteen.
6. Parent governors are nominated and elected by parents of the school.
7. The Staff governor is elected by school staff.
8. Partnership governors are nominated and appointed by the (quorate) Governing Body and shall consist of no more than  $\frac{1}{4}$  of the body.
9. Co-opted governors are appointed by Governing Body
10. Associate governors are appointed by the Governing Body and are non-voting members.
11. The number of Governors who are also staff at the school shall not exceed  $\frac{1}{3}$  of the size of the Governing Body.
12. A Governor's term of office is shall be for four years
  - a. The term of office for the Chair and Vice-Chair of the Governing Body (and any committees) shall be for a period of three years.
  - b. All Chair & Vice-Chair posts can be held for two consecutive terms of office only.
  - c. Resignation from posts shall be made by giving at least three months notice, in writing, to the Chair.
13. This instrument of government comes into effect on 1 September 2015.
14. This instrument was made by order of Barnet Local Authority on 19<sup>th</sup> August 2015.

THE COMMON SEAL OF THE MAYOR)  
AND BURGESSES OF THE LONDON )

BOROUGH OF BARNET was hereunto )  
Affixed in the presence of:- )

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

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Head of Governance

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

**INSTRUMENT OF GOVERNMENT**  
**MENORAH PRIMARY SCHOOL**

1. The name of the school is Menorah Primary School
2. The school is a Voluntary Aided school.  
  
The school has a foundation being the Golders Green Beth Hamedrash congregation and the school is therefore also a qualifying foundation school.
3. The name of the governing body is "The governing body of the Menorah Primary School.
4. The governing body shall consist of:
  - (a) 2 parent governors
  - (b) One LA governor
  - (c) One staff governor
  - (d) One headteacher
  - (e) 9 foundation governors and
  - (f) 2 co-opted governors
5. Total number of governors is 16.
6. The term of office of parent and staff governors is two years.
7. The foundation body entitled to appoint foundation governors is the Golders Green Beth Hamedrash congregation acting through its Rabbi from time to time.
8. The trustees of the Menorah Primary School hold the assets of the School under the terms of a Trust Deed dated 4 October 1965.
9. The ethos of the school is to provide a good Orthodox Jewish religious and secular education to prepare pupils for a life of committed Torah observance in accordance with the requirements of the Shulchan Aruch and based on the three pillars of Ahavas Torah, Yiras Shomayim and Middos Tovos.
10. This instrument of government comes into effect on 1 September 2015.
11. This instrument was made by order of The London Borough of Barnet Local Authority on 28<sup>th</sup> August 2015.

A copy of the instrument must be supplied to every member of the governor body (and the headteacher 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

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Head of Governance

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

**INSTRUMENT OF GOVERNMENT**  
**GOLD STAR FEDERATION**

1. The name of the Federation is Gold Star Federation. The schools in the Federation are The Orion Primary School and Goldbeaters Primary School.
2. The schools are maintained schools.
3. The name of the governing body is "The Gold Star Federation Governing Body".
4. The governing body shall consist of:
  - a) 6 parent governors
  - b) One Local Authority governor
  - c) One staff governor
  - d) One Principal (Headteacher)
  - e) 6 co-opted governors
5. The total number of governors is 15.
6. This instrument of government comes into effect on 15<sup>th</sup> July 2015.
7. This instrument was made by order of London Borough of Barnet Local authority on 2<sup>nd</sup> September 2015.
8. A copy of the instrument must be supplied to every member of the governing 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