

Local Monitoring Council Terms of Reference

Name of Trust	Our Community Multi Academy Trust
Name of Committee	Local Monitoring Council
Date Agreed	July 2026
Meeting Agreed	Trust Board of Directors Meeting
Review Date	July 2027
Chair of Committee	The Committee shall, at its first meeting of the academic year, elect Governors of the committee to act as Chair and Vice-Chair for the duration of that academic year. The Chair and Vice-Chair shall be appointed members of the LMC and must be non-executive governors. Neither role may be held by the Headteacher, a Staff Governor, or any employee of the Trust or the school.
Clerk	The clerk will enable to share an agenda and papers at least 1 school week prior to the meeting, and minutes will normally be drafted within 1 school week of the meeting being held. The clerk will produce minutes and a summary report will be created by the chair (committee report) identifying key decisions made, alongside any items for information or further discussion by the Trust Board. Minutes and committee reports will be agreed by the Chair of the committee and sent to the next Governors meeting and a copy sent to the Trust Board for information meeting, following the committee and governors meeting.
Membership	1 Headteacher Governor (Ex-Officio), 1 Staff Governor, 2 Parent Governor and up to 5 Community/Foundation Governors
Quorum	For the meeting to be quorate, a minimum of a third of the membership of the committee, whichever is the greatest, will attend, either in person or online, and one of the attendees must be the Chair or Vice-Chair.
Invitations	The committee may invite additional people to committee meetings or request reports to assist or advise on a particular matter or range of issues. They can contribute to discussions, but do not have voting rights.
Meetings	3 per academic year. A register of attendance shall be retained and published on the school and Trust websites and if a member does not attend 2 consecutive meetings, they will normally be removed from the committee, however where there are exceptional circumstances, the committee may decide to retain the committee member.
Decisions	Decisions must be determined by a majority vote of the LMC Governors present at the meeting with voting rights. Each committee member is entitled to one vote and where there is an equal division of votes, the Chair shall have the casting vote.
Self-evaluation	The committee will conduct an annual review of its work and these terms of reference, reporting the outcome and recommendations to the Trust Board.

The LMC has responsibility delegated by the Trust Board to:

1. Observe the highest standards of impartiality, integrity and objectivity in relation to governance, being accountable to its stakeholders and engaging in a partnership with the school, reporting to the Trust Board.
2. Monitor the vision and values of the school and their implementation throughout the school's work.
3. Hold school leaders to account for the education provision of the school, including monitoring performance against the School Development Plan, to provide detailed scrutiny of safeguarding, inclusion, curriculum and teaching, attendance and behaviour and early years. (To achieve this, headteacher reports to be received 7 days prior to the meeting.)
4. Strategic oversight of compliance of the school with Trust policies and procedures.
5. Approve school policies, including behaviour policies, and monitor their implementation and impact.
6. Participate in panels related to student behaviour (exclusions and suspensions) and attendance as required, alongside staff panels (e.g. potential dismissals, redundancies and appointments).
7. Appoint a Safeguarding Governor who meets at least termly with the school Designated Safeguarding Lead (DSL) to ensure processes and procedures are being followed.
8. Ensure an awareness of health and safety issues within the school and approve actions taken to remedy issues.
9. Regularly review any major risks for the school, as detailed on the school's risk register
10. Provide feedback to the Trust Board, highlighting progress, celebrating achievements and sharing concerns.
11. Implement and review periodically the school's development plan, focussing on the school's performance and achieving sustained school improvement.
12. Monitor and oversee the school's approach to safeguarding, inclusion, curriculum and teaching, attendance and behaviour and early years.
13. Act as a critical friend to the school's Headteacher and senior leadership team, being ready to challenge and hold senior leaders to account for all aspects of the school's performance and operation.
14. Promote within the organisation and externally the benefits of collaboration with schools within the Trust and external partners, actively seeking opportunities to work collaboratively.
15. Engage fully and openly with any inspection of the school.
16. Undertake required learning and development (e.g. safeguarding and data protection), as detailed on the statutory and mandatory training list for governance, engaging in wider trust development and link sessions/forums where possible.
17. Develop effective links within the school's community, communicating openly and frequently as appropriate and ensuring that the school meets its responsibilities to the community in relation to the safeguarding and education of its pupils.
18. Ensure the schools web site is up to date and compliant, meeting DfE and Ofsted requirements.

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The LMC has additional responsibility to:

19. Uphold and promote the school's Christian character in line with Church of England principles.
20. Review SIAMS priorities within the School Development Plan.
21. Oversee RE and Collective Worship in accordance with Diocesan guidance and model policies.
22. Ensure Collective Worship is inclusive, invitational and inspiring.
23. Support Foundation Governors and liaise with the Diocese regarding their role and appointments.
24. Maintain constructive partnership with the parish and Diocese, drawing on Diocesan support and training.