

Guide to Reconstituting the Governing Body of a Church of England Voluntary Controlled School

Under the Revised DfE Constitution of Maintained School 2014

The Governing Body cannot be smaller than 8 members and must consist of:

Category of Governor (statutory minimum in brackets)
Headteacher (by virtue of his office)
Parent Governors – at least 2 (to be elected)
Staff Governor – 1 and only 1 to be elected
Local Authority Governor – 1 and only 1 to be appointed
Foundation Governors –2
Co-opted Governors (optional)

NB: Local Authority Governors are nominated by the LA for appointment by the governing body. Nominations from schools need to be approved by the LA.

Co-opted Governors:

The Governing Body may appoint as many additional co-opted governors as they consider necessary. However, the total number of staff co-opted governors when counted with the one elected staff governor and the head teacher must not exceed one-third of the total membership of the governing body.

Foundation Governors

There must be at least two Foundation Governors **BUT** no more than an quarter of the total number of governors.

Please see below a list of suggested skills that Governing Bodies may like to use:

- Willingness to Learn
- Commitment
- Active Engagement with Governance
- Good Interpersonal Skills
- Willingness to take in responsibilities
- Commitment to own development
- General Interest in Children's Education

Please submit your proposed new Instrument of Government in the first instance for approval to the Peterborough Diocesan Board of Education email:

education@peterborough-diocese.org.uk

MODEL INSTRUMENT OF GOVERNMENT

INSTRUMENT OF GOVERNMENT: VOLUNTARY CONTROLLED SCHOOLS

1. The name of the school is.....
2. The school is a voluntary controlled school.
3. The name of the governing body is "The governing body of....."
[insert the name of the school as set out in paragraph 1. above].
4. The governing body shall consist of:
 - a. The Headteacher;
 - b. X parent governors, to be elected
 - c. 1 staff governor, and only one, to be elected
 - d. 1 Local Authority governor, and only one, to be nominated by the LA
 - e. X foundation governors;
 - f. X co-opted governors.
5. Total number of governors is [...].
6. The Foundation that is entitled to appoint foundation governors is
7. *[where applicable]*
 - (a) the holder of the following office shall be a foundation governor ex-officio:
[name of office]
 - (b) The foundation body or person named in paragraph 8 shall be entitled to 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 that ex-officio foundation governor is unable or unwilling to act as a foundation governor.

[Repeat 7(a) and (b) as necessary where there is more than one ex-officio foundation governorship].
9. Set out the name of any person entitled to request the removal of any ex-officio foundation governor and to appoint any substitute governor.
10. *[Where the school has a trust]* the fact that a trust exists.
11. If the school has a religious character, a description of the ethos of the school.
12. *[applicable if the term of office of one or more categories of governor is shorter than four years:]* The term of office of [x category of governor] is *[insert period between one and four years]*.

13. This instrument of government comes into effect on [insert a date]

14. This instrument was made by order of Northamptonshire County Council on [insert date].....

15. A copy of the instrument will 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.