



PYRAMID
SCHOOLS TRUST

Working in partnership, so future generations achieve, belong and contribute

Local Governing Committee Terms of Reference

Name of Trust: Pyramid Schools Trust

Name of committee: Local Governing Committee

Date agreed: 23 September 2025

Review date: Terms of reference must be reviewed by the trust board annually.

Chair of committee: Appointed by the local committee or the trust board.

Clerk:

Membership: Ideal membership is between 7 and 11 governors, with an equal balance between parents, staff and community. No single type of local governor group should ever constitute more than 49% of the LGC.

Quorum: The quorum will be 3 plus the headteacher.

Meetings: A minimum of four meetings per annum - two in term one and one in terms two and three. The LGC may decide to hold additional meetings or sub-committee meetings at their discretion.

Approved: Chair of Governors Forum and Trustees

The local governing committee has delegated responsibility for:

Standards

1. Ensure the trust's vision, ethos and strategy is adopted and applied by school leaders.
2. Work with senior leaders to identify areas for improvement and develop strategies to address them in line with the trust's strategic objectives.
3. Monitor school performance and improvement through regular reviews of performance data, including exam results, attendance rates, and pupil progress.
4. Ensure the trust's curriculum is being provided to pupils in an appropriate manner for the school's context.
5. Ensure the required policies and procedures are in place and the school is operating effectively in line with these policies.
6. Establish a strong relationship with the headteacher in order to provide effective support and challenge, including providing feedback to their performance management process.

Strategy and self-evaluation

1. Ensure the trust's vision, ethos and strategy is adopted and applied by school leaders.
2. Support and challenge the headteacher to deliver the Trust strategy at school level and monitor progress
3. Ensure self-evaluation is accurate and timely

Spending

1. Work with the headteacher and Trust officers to develop and propose the annual and three-year budget plan
2. Monitor school financial management to ensure spending stays within the approved budget

Stakeholder engagement

1. Consult stakeholders – parents, staff and pupils – and use insights to inform decision-making.
2. Help stakeholders understand the trust's values and vision for the future.
3. Provide the trust board with insight into the challenges and opportunities faced by the school's local community.

Safeguarding

1. Foster a culture that prioritises the safety and wellbeing of all pupils and staff in the school.
2. Ensure the adopted safeguarding policies and procedures reflect the safeguarding challenges and context of the school.
3. Monitor the implementation of safeguarding policies and the effectiveness of procedures.
4. Designate a [link governor](#) to take leadership responsibility for safeguarding.
5. Monitor the school's estate, ensuring that appropriate policies are adopted and followed in order to keep pupils and staff safe.

SEND

1. Ensure that the trust policy for pupils with special educational needs and disabilities (SEND) is implemented and adapted to the specific school context where necessary.
2. Seek assurance that staff are trained to implement pupil strategies and support plans.
3. Ensure pupils with SEND have the resources they need to succeed.
4. Designate a [link governor](#) to take leadership responsibility for SEND.
5. Work in partnership with the Special Educational Needs Coordinator (SENCO) and other stakeholders across the MAT community to ensure that pupils with SEND are well-supported and included in all aspects of school life.
6. Monitor the overall effectiveness of the school's SEND provision, referring to pupil outcomes and other relevant data.

Supplementary Functions

1. Support Headteacher Career and Professional Development Process (formerly appraisal)
2. Maintain oversight of key performance accountability
3. Pay Committee (other than for head teacher)
4. Appeals Panels
5. Support recruitment process for key appointments
6. Carry out governor visits to an agreed programme