

**Primary Cluster  
Local Governing Body  
Terms of Reference**



**Altarnun Primary School**  
Part of the Athena Learning Trust



**Egloskerry Primary School**  
Part of the Athena Learning Trust



**Launceston Primary School**  
Part of the Athena Learning Trust

**Purpose:**

The LGB has 3 strategic core functions:

- Ensuring clarity of vision, ethos and strategic direction
- Holding Principal/Head of School/Executive Principal to account for the educational performance of the school and its pupils
- Overseeing the financial performance of the school and making sure its money is well spent

The main responsibilities to be managed by the LGB are outlined below.

**Membership:** A chair and vice-chair will be elected and a clerk will be appointed. Please see the [Athena Learning Trust Composition of Governing Bodies](#) for more detail.

**Quorum:** A minimum of 3 governors

**Meetings:** The LGB will meet at least 6 times a year, once a half term. Minutes of the meetings will be shared with the LGB and Trust Board, and made available to the public upon request.

**Policies and compliance:** The LGB will review and ratify as appropriate. Trust-wide policies will be approved by Trustees and shared with the LGB for information. Model School Policies will be approved by Trustees; schools are free to adopt or take amendments to the LGB for approval. School specific policies will need to be reviewed by the LGB.

**Approved by the local governing body:**

October 2023

**Next review date:**

October 2024