

### **Academy Council Role:**

Academy Councils are committees appointed by the FCAT Board of Directors to provide the governance function to Academies within the Trust. On behalf of the Board of Directors they are responsible for the three core functions of governance at academy level, in accordance with the Trust's ethos and values, in line with its guiding principles and their key objectives.

At all times the Academy Council shall ensure that the work of the Academy is conducted in accordance with the educational and charitable objects of FCAT, the terms of any lease governing the use of the land which is used for the purposes of the Academy and any agreement entered into by FCAT with the Secretary of State for Education, the Department for Education and any of its agencies.

### **Authority**

Academy Councils are responsible to the Trust Board, which determines the Terms of Reference and which are reviewed annually.

### **Committee Responsibilities:**

To carry out the following functions, in line with the FCAT Scheme of Delegation:

- To undertake the three core functions of governance:-
  - Ensuring clarity of vision, ethos and strategic direction
  - Holding the Academy Headteacher to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff; and
  - Overseeing the financial performance of the organisation and making sure its money is well spent
- Report regularly, via the Chair of Governors, to the FCAT Board of Directors
- Provide approval of the Academy budget and spending of £10,000 or more.
- To provide support and challenge to the Academy Headteacher
- To support the Academy Headteacher as required with a limited number of statutory duties, e.g. pupil exclusions
- To oversee Safeguarding in the academy and to provide a representative to the FCAT Safeguarding Board.
- Review regularly Health and Safety concerns and the Academy Risk Register

### **Policies for Academy Council approval:**

- Statutory policies specific to the Academy

### **Membership**

The membership of the Academy Council shall consist of up to 11 members, including:

- The Executive Headteacher
- The Academy Headteacher
- Up to five governors appointed by the FCAT Board
- Two elected Staff Governors

- Two elected Parent Governors

A Governor shall cease to hold office by resignation, removal or disqualification in line with the Articles of Association

### **Chair**

The Chair and Vice-Chair of each Academy Council will be appointed by the FCAT Board.

### **Quorum**

At least five governors including the Headteacher and Executive Headteacher, but not elected Staff Governors.

### **Meetings**

- Meetings will be held at least once per half term.
- An agenda and supporting documents will available via the Governors Virtual Office (GVO) at least one week prior to the meeting.
- Minutes will be issued to all directors within three academic weeks of the meeting, items classed as 'confidential' shall be recorded separately.
- Minutes will be agreed and signed at the next meeting of the Academy Council.
- A summary of key points from the meeting will be reported to FCAT Directors.