Local Academy Board Constitutions

Effective from 1st September 2026

St Thomas'

Approved by the Board of Trustees: _____ Date: _____

Status and use of this document

Each Local Academy Board (LAB) is a committee of the Board of Trustees of Manor Multi Academy Trust. Its authority is therefore derived from the Trust Board and the Trust's Scheme of Delegation, rather than from a maintained-school Instrument of Government. These constitutions record the membership in place from 1st September 2026 and provide a consistent governance framework for each LAB.

Where this document and the Trust's Articles of Association, Scheme of Delegation, committee terms of reference or any binding legal or regulatory requirement differ, the higher-ranking document or requirement takes precedence. The Trust Board may amend a LAB's constitution or delegated authority at any time.

Common principles

All LAB members are expected to act in the interests of the Trust and its pupils, observe the Nolan Principles, declare and manage conflicts of interest, maintain confidentiality where required, undertake appropriate induction and development, and comply with Trust policies and governance procedures.

The standard term of office for appointed, parent and diocesan members is four years. For the transition to the new LAB arrangements, terms begin on 1st September 2026 and end on 31st August 2030, unless membership ends earlier under the provisions below. Headteachers serve ex officio while holding the relevant Headteacher post.

St. Thomas'
LOCAL ACADEMY BOARD

Constitution and Membership Instrument

Effective from 1st September 2026

1. Constitutional status

The St. Thomas' Local Academy Board is established by the Board of Trustees of Manor Multi Academy Trust as a committee of the Trust Board. The LAB operates within the authority delegated to it through the Trust's Scheme of Delegation and any LAB terms of reference approved by the Trust Board.

2. Membership from 1st September 2026

Category	Member	Basis of membership	Term starts	Term ends
Headteacher	Fiona Beardsley	Ex officio as Headteacher	1st September 2026	While holding office as Headteacher
Teaching	Hayley Hawkin	Teaching staff	1st September 2026	31st August 2030
Non-Teaching	-	Support staff	1st September 2026	31st August 2030
Parent	Esther Itiola	Parent member	1st September 2026	31st August 2030
Parent	Manpreet Kaur	Parent member	1st September 2026	31st August 2030
Parent	-	Parent member	-	-
Appointed	-	Trust-appointed member	-	-
Appointed	-	Trust-appointed member	-	-
Appointed	Stephanie Pratt	Trust-appointed member	1st September 2026	31st August 2030
Diocesan	Janet Anne Fletcher	Diocesan-nominated/appointed member	1st September 2026	31st August 2030

Category	Member	Basis of membership	Term starts	Term ends
Diocesan	-	Diocesan-nominated/appointed member	-	-

Term of office: Four years from 1st September 2026 to 31st August 2030 for appointed, parent and diocesan members. The Headteacher is an ex officio member and serves while holding the relevant post.

3. Purpose and responsibilities

The LAB provides local governance, assurance, support and challenge on behalf of the Trust Board. Its role is to understand the school and its community, scrutinise educational performance and improvement, contribute to safeguarding and stakeholder assurance, support the Trust's values and strategy, and escalate material risks or concerns. The LAB does not exercise powers reserved to the Members, Trust Board, Accounting Officer or executive leadership.

4. Appointment and membership provisions

4.1. Parent members. Parent members are appointed or elected in accordance with the process determined by the Trust. A parent member does not automatically cease to hold office solely because their child leaves the school during the member's term, unless the Trust's governance arrangements provide otherwise.

4.2. Appointed members. Appointed members are appointed by the Trust Board, or under authority expressly delegated by it, having regard to the skills, experience, diversity and community knowledge required by the LAB.

4.3. Diocesan members. Diocesan members are nominated or appointed in accordance with the arrangements agreed between the Trust and the relevant diocesan authority, and are expected to support the school's distinctive character as well as the wider responsibilities of LAB membership.

4.4. Headteacher. The Headteacher is an ex officio member of the LAB. Where the Headteacher is absent or the post is vacant, the Trust may determine appropriate attendance or interim arrangements.

4.5. Teaching staff members. Teaching staff members are elected by the teaching staff employed at the school. The term of office is four years, provided that the member continues to be employed at the school in a teaching position. Membership ceases automatically if the member leaves the school or ceases to hold an eligible teaching position.

4.6. Non-teaching staff members. Non-teaching staff members are elected by the non-teaching support staff employed at the school. The term of office is four years, provided that the member continues to be employed at the school in a non-teaching support staff position. Membership ceases automatically if the member leaves the school or ceases to hold an eligible non-teaching support staff position.

5. Ending membership and vacancies

Membership ends on expiry of the term, resignation, death, removal in accordance with the Trust's governance arrangements, disqualification, or where the basis on which the individual holds office ceases to apply. Vacancies do not invalidate the proceedings of the LAB. Vacancies should be filled using the relevant appointment, election or nomination route as soon as reasonably practicable.

6. Chair, Vice-Chair and meetings

The Chair and Vice-Chair are appointed or elected in accordance with the Trust's approved governance arrangements. Meetings, notice, papers, attendance, declarations of interest, decision-making, minutes and quorum are governed by the Trust's Scheme of Delegation, LAB terms of reference and governance procedures. No individual may participate in a decision where a conflict of interest prevents them from doing so.

7. Conduct, accountability and review

LAB members must comply with the Trust's code of conduct and relevant policies. The Trust Board retains ultimate accountability for the academy and may review the composition, remit, delegated authority or operation of the LAB. This constitution should be reviewed whenever the governance structure changes and, as a minimum, alongside the Trust's periodic review of its Scheme of Delegation.

8. Adoption

Approved by	Board of Trustees, Manor Multi Academy Trust
Effective date	1st September 2026
Review date	As determined by the Trust Board
Trust Board approval date	