



## Instrument of Government

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### 1. Legislation and statutory guidance

Governing boards of maintained schools must have an instrument of government which sets out information about how the board is constituted. This requirement is set out in The School Governance (Constitution) (England) Regulations 2012, part 5, regulation 28.

This model instrument of government is based on the model document in the Department for Education's statutory guidance, the Constitution of Governing Bodies of Maintained Schools.

### 2. Instrument of government

1. The name of the school is Barncroft Primary School
2. The school is a Local Authority Maintained School
3. The name of the governing board is 'The governing board of Barncroft Primary School'
4. The governing board shall consist of:
  - a. [Number] parent governors
  - b. 1 local authority governor
  - c. 1 staff governor
  - d. 1 headteacher
  - e. \*If applicable: [Number] foundation governors
  - f. If applicable: [Number] co-opted governors
5. The total number of governors is [number]
6. If the term of office for 1 or more categories of governor is less than 4 years, include: The term of office for *category of governor* is [number] years
7. If the term of office for 1 or more categories of governor can be determined by the appointing body, include the following: The term of office for [category of governor] shall be between 1 year and [maximum number] years as determined by the appointing body at the time of appointment and notified to the clerk  
  
Repeat the above clause as necessary for each relevant category.
8. \*If applicable: [Name of person or body] is entitled to appoint foundation governors

If the above-mentioned is more than one person, set out the basis on which appointments will be made.

9. \*If applicable:
  - a. The holder of the following office shall be a foundation governor ex officio (by virtue of their office): [name of office]
  - b. The foundation body or person named in paragraph 8 [this should be the previous paragraph; amend paragraph number if necessary] shall be entitled to appoint a foundation governor to act in the place of the ex officio foundation governor named above, (a), in the event that:
    - i. They are unable or unwilling to act as a foundation governor
    - ii. They have been removed from office under regulation [21\(1\) of the School Governance \(Constitution\) \(England\) Regulations 2012](#)
- If there is more than one ex officio foundation governorship, repeat (a) and (b) above as necessary.
10. \*If applicable: [Name(s) is/are] entitled (by virtue of their office) to request the removal of any ex officio foundation governor and to appoint any substitute governor
11. \*If the school has a foundation, set out the fact and details of any trust deed relating to the school
12. [This instrument of government comes into effect on \[date\]](#)
13. This instrument was made by order of [local authority] on [date]
14. If the instrument of government has been varied, include: [This variation takes effect on \[date\]](#)

A copy of the consolidated instrument will be supplied free of charge to every member and associate member of the governing board (including the headteacher where they are not a governor).

### 3. Monitoring arrangements

This policy will be reviewed by Full Governing Body every two years.

At every review, the policy will be approved by the full governing board.

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