

## **CONSTITUTION OF THE GOVERNING BODY FOR KEEP HATCH SCHOOL**

### **1.1 Members of the Governing Body**

- 1.1.1 The number of people who shall sit on the Governing Body shall be not less than 4 and not more than 7.
- 1.1.2 The Governing Body shall have the following members:
  - 1.1.2.1 4 members (not staff) can be appointed by Directors under clause 1.2.1;
  - 1.1.2.2 1 staff member, appointed under clause 1.2.2;
  - 1.1.2.3 1 parent member elected or appointed under clause 1.2.5;
  - 1.1.2.4 any additional members, if appointed by the Directors at the request of the Secretary of State of Education (the "Secretary of State") pursuant to clause 102 of the Master Funding Agreement entered into between the Company and the Secretary of State governing the affairs of the Company;
- 1.1.3 The Directors (all or any of them) shall also be entitled to serve on the Governing Body and attend any meetings of the Governing Body. Any Director attending a meeting of the Governing Body shall count towards the quorum for the purposes of the meeting and shall be entitled to vote on any resolution being considered by the Governing Body.
- 1.1.4 All persons appointed or elected to the Governing Body shall give a written undertaking to the Directors to uphold the object of the Company.

### **1.2 Appointment of members of the Governing Body**

- 1.2.1 The Directors may appoint up to 4 persons to serve on the Governing Body on the following basis:
  - 1.2.1.1 they shall have regard to ensuring that the people serving on the Governing Body between them have an appropriate range of skills and experience and due attention is given to succession planning;
  - 1.2.1.2 due representation is given to any persons or body who holds the land used by the Academies on trust; and
- 1.2.2 The Governing Body shall invite nominations from all staff employed under a contract of employment or a contract for services or otherwise engaged to provide services to the Academies (excluding the Head of School) and, where there are any contested posts, shall hold an election by a secret ballot. All arrangements for the calling and the conduct of the election and resolution of questions as to whether any person is an eligible candidate shall be determined by the Governing Body.
- 1.2.3 Subject to clause 1.2.8, the parent members of the Governing Body shall be elected by parents of registered pupils at the Academies and he or she must be a parent of a pupil at the Academies at the time when he or she is elected.
- 1.2.4 The Governing Body shall make all necessary arrangements for, and determine all other matters relating to, an election of the parent members of the Governing

Body, including any question of whether a person is a parent of a registered pupil at the Academies. Any election of persons who are to be the parent members of the Governing Body which is contested shall be held by secret ballot.

- 1.2.5 The arrangements made for the election of the parent members of the Governing Body shall provide for every person who is entitled to vote in the election to have an opportunity to do so by post or, if they prefer, by having his ballot paper returned to the respective Academies by a registered pupil at the Academies.
- 1.2.6 Where a vacancy for a parent member of the Governing Body is required to be filled by election, the Governing Body shall take such steps as are reasonably practical to secure that every person who is known to them to be a parent of a registered pupil at the Academy is informed of the vacancy and that it is required to be filled by election, informed that he is entitled to stand as a candidate, and vote at the election, and given an opportunity to do so.
- 1.2.7 The number of parent members of the Governing Body required shall be made up by persons appointed by the Governing Body if the number of parents standing for election is less than the number of vacancies.
- 1.2.8 In appointing a person to be a parent member of the Governing Body pursuant to clause 1.2.9, the Governing Body shall appoint a person who is the parent of a registered pupil at the Academy; or where it is not reasonably practical to do so, a person who is the parent of a child of compulsory school age.