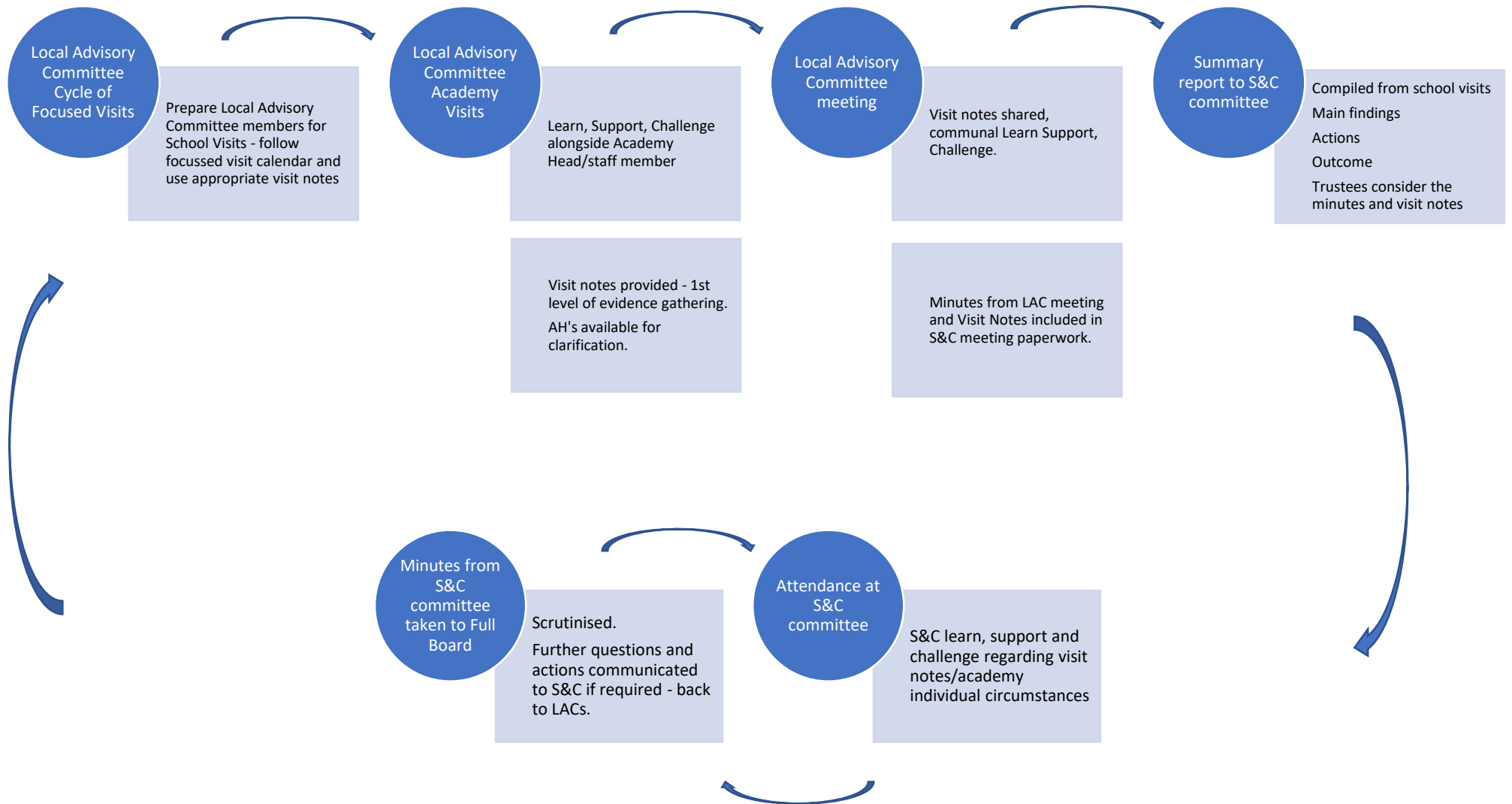


# Local Advisory Committee Communication Model



## Local Advisory Committee Supporting Paperwork

There is a cycle of focussed visits set out for the whole academic year. For each visit there is a corresponding visit note with some examples of questions that Local Governors could ask during their visit to the Academy.

## Local Advisory Committee Academy Visits

Local Advisory Committee Governors are expected to visit individual Academies to support and consider the development of Teaching and Learning that takes place within them. These visits involve Governors going into Academies and reflecting, alongside the Academy Head, on structures, processes, and systems linked to the Curriculum that support day to day running and development. The Learn, Support and Challenge system enables Governors to learn about an area of practice in detail, then support and challenge an Academy Head in order to ensure the best possible practice is followed and developed. The termly focused visit detailed on the 'Local Advisory Committee Focussed Visit Calendar' must be completed and reported to the Standards and Curriculum committee, but other visits may also take place in consultation with the ATSIP or AH to support Academy development. Visit notes are used as a record of 'learn, support and challenge' and these are reported at the Local Advisory Committee Meetings, as well as being used in support of the report to the Standards and Curriculum committee if required.

## Local Advisory Committee Meeting

These take place half termly and are set by the Board of Trustees, following a standard agenda from the Governance Professional. It is an opportunity for visit notes to be collated and shared. There is one Academy Head who will attend in order to clarify any upcoming queries and support the Trust picture. Any further queries can be fed back to the Executive Director of Education (EDoE) who will manage and resolve these. The Clerk sets the agenda with the Chair and Governance Professional and records the minutes.

## Summary Report to Standards and Curriculum Committee

The LAC minutes and visit notes will be forwarded onto the Governance Professional before the date of the S&C meeting. The minutes will summarise the findings of the LAC governors during their visits to the academies. The minutes should follow a standard reporting procedure including main findings, outcomes and actions. The members of the S&C committee will read these reports and consider queries, patterns and possible areas of action individually or across The Trust.

## Attendance at Standards and Curriculum Committee

A representative from each Local Advisory Committee is expected to attend The Standards and Curriculum Meeting. This meeting gives a platform for Trustees to learn, support and challenge Local Advisory Committee members in their work, seek further clarification and request further action if necessary. The minutes from The Standards and Curriculum meeting will go to the [Board of Trustees meeting](#) where they will be further scrutinised, and possible future action will be requested through the S&C committee.