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SCHEDULE

Regulation 35

INSTRUMENT OF GOVERNMENT PRO-FORMAS

PART I

INSTRUMENT OF GOVERNMENT: COMMUNITY SCHOOLS

1. The name of the school is.....
2. The school is a community school.
3. The name of the governing body is “The governing body of *[insert the name of the school as set out in paragraph 1 above]*”.
4. The governing body shall consist of:
  - (a) x parent governors;
  - (b) x LEA governors;
  - (c) x teacher governors;
  - (if applicable*
    - (d) one staff governor;)
    - (e) x co-opted governors *(including any governors referred to in paragraph 6, 7 or 8 below)*;
    - (f) the head teacher (except at any time when he has given written notice to the clerk to the governing body of the school that he chooses not to be a governor).
5. Total number of governors ..... (except at any time when the head teacher has given notice as above that he chooses not to be governor, when the total number of governors will be .....).  
*(If applicable*
6. One co-opted governor will be a governor for whose appointment nominations are to be sought from the minor authority or (as the case may be) from one or more of the minor authorities in relation to the school.)  
*(If applicable*
7. x co-opted governor[s] will be [a] governor[s] for whose appointment nominations are to be sought from the sponsor or from amongst the sponsors of the school.)  
*(If applicable*
8. One co-opted governor will be a governor for whose appointment nominations are to be sought from the Education Action Forum for the education action zone in relation to which the school is a participating school.)
9. Subject to regulation 31 of the Education (New Schools) (Wales) Regulations 1999, this instrument of government comes into effect:
  - on the date of making for the purpose of constituting the permanent governing body;
  - for all other purposes, on ..... *[insert the school opening date]*.
10. This instrument was made by order of ..... Local Education Authority on .....

PART II

INSTRUMENT OF GOVERNMENT: COMMUNITY SPECIAL SCHOOLS

1. The name of the school is .....
2. The school is a community special school.
3. The name of the governing body is “The governing body of *[insert the name of the school as set out in paragraph 1 above]*”.

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4. The governing body shall consist of:

- (a) x parent governors;
- (b) x LEA governors;
- (c) x teacher governors;

*(if applicable*

- (d) one staff governor;)
- (e) x co-opted governors *(including any governors referred to in paragraph 6 or 7 below)*;
- (f) the head teacher (except at any time when he has given written notice to the clerk to the governing body of the school that he chooses not to be a governor);

*(if applicable*

- (g) one representative governor appointed by ..... [or ..... and ..... jointly].)

5. Total number of governors ..... (except any time when the head teacher has given notice as above that he chooses not to be a governor, when the total number of governors will be .....).

*(If applicable*

6. x co-opted governor[s] will be [a] governor[s] for whose appointment nominations are to be sought from the sponsor or from amongst the sponsors of the school.)

*(If applicable*

7. One co-opted governor will be a governor for whose appointment nominations are to be sought from the Education Action Forum for the education action zone in relation to which the school is a participating school.)

8. Subject to regulation 31 of the Education (New Schools) (Wales) Regulations 1999, this instrument of government comes into effect:

- on the date of making for the purpose of constituting the permanent governing body;
- for all other purposes, on ..... *[insert the school opening date]*.

9. This instrument was made by order of ..... Local Education Authority on .....

PART III

INSTRUMENT OF GOVERNMENT: FOUNDATION SCHOOLS AND FOUNDATION SPECIAL SCHOOLS

1. The name of the school is .....

2. The category to which the school belongs is .....

3. The name of the governing body is "The governing body of *[insert the name of the school as set out in paragraph 1 above]*".

4. The governing body shall consist of:

- (a) x parent governors;
- (b) x LEA governors;
- (c) x teacher governors;

*(if applicable*

- (d) one staff governor;)

*(if applicable*

- (e) x foundation governors;)

*(if applicable*

- (f) x partnership governors;
- (g) x co-opted governors *(including any governors referred to in paragraph 6 or 7 below)*;
- (h) the head teacher (except at any time when he has given written notice to the clerk to the governing body of the school that he chooses not to be a governor).

5. Total number of governors ..... (except any time when the head teacher has given notice as above that he chooses not to be a governor, when the total number of governors will be .....).

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*(If applicable)*

6.  co-opted governor[s] will be [a] governor[s] for whose appointment nominations are to be sought from the sponsor or from amongst the sponsors of the school.)

*(If applicable)*

7. One co-opted governor will be a governor for whose appointment nominations are to be sought from the Education Action Forum for the education action zone in relation to which the school is a participating school.)

*(Where the school is to have foundation governors)*

8. Set out the name of any foundation body or person entitled to appoint foundation governors. If there is more than one such person set out the basis on which appointments are made.)

*(If applicable)*

9.—(a) The holder of the following office shall be a foundation governor ex-officio:

*name of office*

(b) ..... [or ..... and ..... jointly] shall be entitled to appoint a foundation governor to act in the place of the ex officio foundation governor whose governorship derives from the office named in (a) above, in the event that that ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which his governorship exists.

*Repeat 9(a) and (b) as necessary where there is more than one ex officio foundation governorship.)*

10. Set out procedure for eliminating any excess in the number of foundation governors.

11. If the school will have a religious character, describe the proposed ethos of the school.

12. Subject to regulation 31 of the Education (New Schools) (Wales) Regulations 1999, this instrument of government comes into effect:

- on the date of making for the purpose of constituting the permanent governing body;
- for all other purposes, on ..... [insert the school opening date].

13. This instrument was made by order of ..... Local Education Authority on .....

#### PART IV

##### INSTRUMENT OF GOVERNMENT: VOLUNTARY CONTROLLED SCHOOLS

1. The name of the school is .....

2. The school is a voluntary controlled school.

3. The name of the governing body is “The governing body of [insert the name of the school as set out in paragraph 1 above]”.

4. The governing body shall consist of:

- (a)  parent governors;
- (b)  LEA governors;
- (c)  teacher governors;

*(if applicable)*

- (d) one staff governor;
- (e)  foundation governors;
- (f)  co-opted governors (including any governors referred to in paragraph 6, 7 or 8 below);
- (g) the head teacher (except at any time when he has given written notice to the clerk to the governing body of the school that he chooses not to be a governor).

5. Total number of governors ..... (except any time when the head teacher has given notice as above that he chooses not to be a governor, when the total number of governors will be .....

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*(If applicable)*

6. One co-opted governor will be a governor for whose appointment nominations are to be sought from the minor authority or (as the case may be) from one or more of the minor authorities in relation to the school.)

*(If applicable)*

7. x co-opted governor[s] will be [a] governor[s] for whose appointment nominations are to be sought from the sponsor or from amongst the sponsors of the school.)

*(If applicable)*

8. One co-opted governor will be a governor for whose appointment nominations are to be sought from the Education Action Forum for the education action zone in relation to which the school is a participating school.)

9. Set out the name of any foundation body or person entitled to appoint foundation governors. If there is more than one such person set out the basis on which appointments are made.

*(If applicable)*

10. (a) The holder of the following office shall be a foundation governor ex-officio:

*name of office*

(b) ..... [*or ..... and ..... jointly*] shall be entitled to appoint a foundation governor to act in the place of the ex officio foundation governor whose governorship derives from the office named in (a) above, in the event that that ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which his governorship exists.

*Repeat 10(a) and (b) as necessary where there is more than one ex officio foundation governorship.)*

11. Set out procedure for eliminating any excess in the number of foundation governors.

12. If the school will have a religious character describe the proposed ethos of the school.

13. Subject to regulation 31 of the Education (New Schools) (Wales) Regulations 1999, this instrument of government comes into effect:

- on the date of making for the purpose of constituting the permanent governing body;
- for all other purposes, on ..... [*insert the school opening date*].

14. This instrument was made by order of ..... Local Education Authority on .....

**PART V**

**INSTRUMENT OF GOVERNMENT: VOLUNTARY AIDED SCHOOLS**

1. The name of the school is .....

2. The school is a voluntary aided school.

3. The name of the governing body is "The governing body of [*insert the name of the school as set out in paragraph 1 above*]".

4. The governing body shall consist of:

- (a) x foundation governors (except at any time when the head teacher has given notice that he chooses not to be a governor, when the number of foundation governors will be x);
- (b) x parent governors;
- (c) x LEA governors;
- (d) x teacher governors;

*(if applicable)*

(e) one staff governor;)

*(if applicable)*

- (f) x co-opted governors (*insert total number of governors referred to in paragraph 6, 7 or 8 below, if any*);)
- (g) the head teacher (except at any time when he has given written notice to the clerk to the governing body of the school that he chooses not to be a governor).

5. Total number of governors ..... (except any time when the head teacher has given notice as above that he chooses not to be a governor, when the total number of governors will be .....).

*(If applicable)*

6. One co-opted governor will be a governor for whose appointment nominations are to be sought from the minor authority or (as the case may be) from one or more of the minor authorities in relation to the school.)

*(If applicable)*

7. x co-opted governor[s] will be [a] governor[s] for whose appointment nominations are to be sought from the sponsor or from amongst the sponsors of the school.)

*(If applicable)*

8. One co-opted governor will be a governor for whose appointment nominations are to be sought from the Education Action Forum for the education action zone in relation to which the school is a participating school.)

9. *Set out the name of any foundation body or person entitled to appoint foundation governors. If there is more than one such person set out the basis on which appointments are made.*

*(If applicable)*

10. (a) The holder of the following office shall be a foundation governor ex-officio:

*name of office*

(b) ..... [*or ..... and ..... jointly*] shall be entitled to appoint a foundation governor to act in the place of the ex officio foundation governor whose governorship derives from the office named in (a) above, in the event that that ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which his governorship exists.

*Repeat 10(a) and (b) as necessary where there is more than one ex officio foundation governorship.*

11. *Set out procedure for eliminating any excess in the number of foundation governors.*

12. *If the school will have a religious character, describe the proposed ethos of the school.*

13. Subject to regulation 31 of the Education (New Schools) (Wales) Regulations 1999, this instrument of government comes into effect:

- on the date of making for the purpose of constituting the permanent governing body;
- for all other purposes, on ..... [*insert the school opening date*].

14. This instrument was made by order of ..... Local Education Authority on .....