Thornhill Primary School
and
Laycock Primary School
Federation

Instrument of Government

1. Legislation and statutory guidance

The governing body of a federation of maintained schools must have an instrument of government which sets out information about how the governing body is constituted. This requirement derives from section 20 of the Education Act 2002 and is given effect by:

The School Governance (Federations) (England) Regulations 2012 (as amended)

The School Governance (Constitution) (England) Regulations 2012 (as amended), as applied to federations by regulation 23 of and Schedule 5 to the Federation Regulations

This instrument has been drafted having regard to the Department for Education's statutory guidance on the constitution of governing bodies of maintained schools and its guidance on the governance processes for federations.

2. Instrument of Government

The federation

1. The name of this federation is the **Thornhill and Laycock Federation**.
2. The federation comprises the following schools:
   (a) Thornhill Primary School, Thornhill Road, London N1 1HX
   (b) Laycock Primary School, Laycock Street, London N1 1SW
3. Each school in the federation is a community school maintained by the London Borough of Islington.

The governing body

4. The name of the governing body is **'The Governing Body of the Thornhill and Laycock Federation'**.
5. The governing body shall consist of:
   (a) 2 parent governors
   (b) 1 staff governor
   (c) 1 local authority governor
   (d) 1 headteacher (the Executive Headteacher)
   (e) 7 co-opted governors
6. The total number of governors is **12**.

Parent governors

7. Parent governors shall be elected by parents and carers of registered pupils at any of the schools in the federation. All parents and carers of registered pupils at any federated school are eligible to stand for election and to vote.

8. Where it is not reasonably practicable to fill a parent governor vacancy by election, the governing body may appoint a parent governor in accordance with Schedule 1 of the School Governance (Constitution) (England) Regulations 2012.

Staff governor

9. The staff governor shall be elected by persons employed at any of the schools in the federation. Any person employed to work at a federated school under a contract of employment is eligible to stand for election and to vote, with the exception of the Executive Headteacher.

Local authority governor

10. The local authority governor shall be nominated by the London Borough of Islington and appointed by the governing body.

Executive Headteacher

11. The Executive Headteacher is a governor by virtue of their office (ex officio), unless they resign the office of governor in accordance with regulation 19 of the School Governance (Constitution) (England) Regulations 2012.

12. The Heads of School at Thornhill Primary School and Laycock Primary School are not governors by virtue of their office. The governing body may choose to invite either or both Heads of School to attend meetings of the governing body or its committees as non-voting participants.

Co-opted governors

13. Co-opted governors shall be appointed by the governing body. A co-opted governor is a person who, in the opinion of the governing body, has the skills required to contribute to the effective governance and success of the federation.

14. The total number of co-opted governors who are also eligible to be elected as staff governors, when counted together with the staff governor and the Executive Headteacher, must not exceed one third of the total membership of the governing body.

Terms of office

15. The term of office for all categories of governor is 4 years, except for the Executive Headteacher who serves as a governor for as long as they hold the office of Executive Headteacher.

16. The following transitional arrangements apply to the first appointments to the governing body on the commencement of this instrument:

    (a) Of the 7 co-opted governors, 3 shall be appointed for a term of 4 years, 2 for a term of 3 years, and 2 for a term of 2 years.

(b) Of the 2 parent governors, 1 shall be elected for a term of 4 years and 1 for a term of 3 years.

(c) The first staff governor shall be elected for a term of 2 years.

Thereafter, appointments in these categories shall be for the standard term of 4 years set out in paragraph 15.

17. Any governor may at any time resign by giving notice in writing to the clerk to the governing body.

Commencement

18. This instrument of government comes into effect on **1 June 2026**.

19. This instrument was made by order of the **London Borough of Islington** on 14 MAY 2026.

20. On the date this instrument comes into effect, the existing governing body of Thornhill Primary School and the Interim Executive Board of Laycock Primary School shall be dissolved, and the federated governing body constituted under this instrument shall assume responsibility for the governance of both schools.

A copy of this instrument will be supplied free of charge to every member and associate member of the governing body (including the Executive Headteacher and Heads of School where they are not governors).

3. Review

This instrument of government will be reviewed by the governing body annually. At every review, any proposed variation will be submitted to the London Borough of Islington for approval in accordance with regulation 30 of the School Governance (Constitution) (England) Regulations 2012 as applied by the Federation Regulations.

THE COMMON SEAL OF THE COUNCIL OF THE LONDON BOROUGH OF ISLINGTON was hereunto affixed BY ORDER

AUTHORISED OFFICER

732821