BRIGHTON COLLEGE ABU DHABI

Local Advisory Board Policy

Date
October 2026

Version 3

1.0 Policy Statement

Brighton College Abu Dhabi is committed to establishing sound, purposeful governance through the formation of a Local Advisory Board (LAB) in the College.

2.0 Role & Function

The LAB functions primarily as an advisory board and plays a crucial strategic role in overseeing the accomplishment of the College's strategic aims and objectives. The LAB will:

- Understand and uphold the College's vision and values
- Monitor, advise, and support the College on matters of strategy and policy
- Help monitor the College's standards and performance
- Support the College and the Head Master and seek to provide wise counsel.

3.0 Composition of LAB Governors

Chosen for their skills and expertise, the LAB consists of 5 to 10 members, including the Head Master. A senior leader from another Brighton College school is desirable. One of the LAB governors (not the Head Master) will be appointed chair by the LAB. This appointment is for one year, with an election by the LAB for each year thereafter. This is an important role, and the relationship with the Head Master and other members of the LAB is one of mutual trust.

There should be a diversity of profiles with consideration given to ethnicity, gender, and age. Current and past parents of the College are a good source for potential LAB governors. It needs to be understood that no LAB governor is representing a discrete group of stakeholders, or is an advocate for a particular point of view; LABs are a collective group.

4.0 Appointment of LAB Governors

Initially, it will fall to the Head Master to form the inaugural LAB, but it will be the long-term responsibility of the LAB to ensure that a list of potential members of substance, without a conflict of interest to Brighton College Abu Dhabi, is maintained.

The Head Master and Chair will research/vet potential members, and the LAB will approve the appointment of new members. LAB Governors may serve for a period of 2 consecutive years, which may be renewed for a further term with the approval of the LAB. Members are probationary for one year. The appointment will be confirmed, or otherwise, at the end of this period by the chair.

Replacements for LAB governors who have stepped down can be made at any time. The list of names of LAB governors is maintained by the College.

5.0 Responsibilities

The role of the LAB governor is largely a thinking and questioning role, not a doing role. A LAB governor is expected to:

Contribute to the strategic discussions at LAB meetings which help determine:

- The vision and ethos of the College
- Clear strategic priorities and targets for the College and assist the College in the monitoring of their performance including:
  - Reviewing the outcomes of the College's self-evaluation (SEF).
  - Considering relevant data and feedback on College performance
  - Listening to the College's stakeholders (i.e.: pupils, parents, staff, local community, the wider Brighton College Abu Dhabi family) to help inform advice and support given. c) Upon request, serve on sub-committees, working parties, panels as appropriate, for example when a new Head is appointed.

6.0 Method of Working

At all times the LAB's deliberations are confidential. Members are subject to a code of conduct (attached) which, along with this policy, sets out the expectations and commitment required. The Head Master will ensure that each LAB governor is invited to the College for induction at the beginning of their term of office. This will include meeting senior staff, touring the school, seeing the College in action, and meeting students.

The LAB will meet 3 times each year. Dates are set well in advance, and LAB governors are requested to ensure their attendance. In advance of the meeting, the agenda, which will have been prepared by the Head Master with approval of the chair, will be circulated. LAB Governors will be able to request items for the agenda in advance. Possible agenda items, although not exhaustive, might include:

- School Planning (SEF, SIP)
- Inspection and Review Data
- School Policies
- Inclusion
- Wellbeing
- Safeguarding and child protective procedures
- Stakeholder satisfaction data
- Curriculum overviews

- Use of facilities and plans for refurbishment/development.

A brief report/summary statement from the Head Master is a standing item. At the beginning of a termly meeting, there could be an opportunity to meet staff. Presentations could also be made to the LAB, e.g. a head of department, year head, or by a teacher leading a particular initiative. Minutes are taken by an admin assistant. They will record action points which should be circulated within two weeks of the meeting and will be reviewed at the following meeting, with matters arising as required.

LAB Governors are volunteers who are asked to give their time to the College. There should be no administrative work for LAB governors. It is assumed that all papers will be read by each LAB governor in advance of the termly meeting, and time taken to prepare questions and comments. All papers are to be received by LAB governors a full week before every meeting.

The LAB can create additional working groups or sub-committees as appropriate.

7.0 Review

Successful governance significantly impacts on the College's leadership and direction. It ensures that progress and achievements continuously advance the College. How effective the LAB is will depend on many factors, not least the quality of LAB governors and their willingness to contribute to the College through their advice, time, and commitment. As part of the regular school reviews, the work and effectiveness of the LAB will be included.

An effective LAB Governor will:

- Get to know the College well, undertake induction, visit College activities, and events
- Attend and participate in meetings and come prepared
- Act in the best interests of the College at all times
- Behave in a professional manner
- Maintain confidentiality.

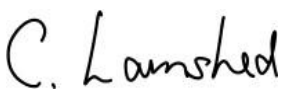
8.0 Approved by

Policy to be reviewed and checked annually by the Head Master.

Head Master on behalf of the College:



On behalf of the board of Governors:



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Change History Record

Version No.	Description of Change	Owner	Date of Issue
1	Policy written	S.Carnochan	January 2024
2	Updated Signatures	Vice Principal	October 2025
3	Updated Signatures and Annual Review	Vice Principal	October 2026

Brighton College Abu Dhabi Policies and Guidelines

Policy Statement

Brighton College Abu Dhabi policies have been developed by the College Leadership Team (CLT) with input and guidance from the Brighton College network, including Brighton College UK.

Policies reflect current best practice.
At the time of writing, policies aligned with the following:

- ADEK Guidance and Guidelines for Private Schools
- MOE United Arab Emirates School Inspection Framework
- DSIB School Inspection Supplement
- The College's Development Plan written for ADEK approval
- Standards for British Schools Overseas (DfE)
- COBIS Accreditation and Compliance
- Bloom Education and Bloom Holding policies where applicable.

Should any regulations change or develop further, the policies will be reviewed to ensure continued alignment.

Policy Structure

Policies will show the date of writing and reviews on them. Version control will also be in place. Should there be an error or inaccurate fact in any policy, a CLT member should be notified.

Policy Development

Policies will continue to be developed as strategic priorities are set.

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Appendix

Brighton College Abu Dhabi Local Advisory Board CODE OF CONDUCT

Name:

School:

As a Governor, I agree to the following:

Roles and Responsibilities

- I understand and accept the purpose of the Local Advisory Board and the roles of the Head Master and Brighton College Abu Dhabi
- I accept collective responsibility for all decisions made by the Local Advisory Board
- I will act fairly and without prejudice
- I will maintain and develop the ethos and reputation of the College. My actions within the College and the local community will reflect this
- In making or responding to criticism or complaints affecting the College, I will follow the procedures established by the College. I will report such matters to the College and won't comment or engage in discussion with complaints
- I will make full efforts to attend every meeting, prepare in advance, and contribute to the best of my ability
- I will undertake relevant induction and training
- I will get to know the College well.

Relationships

- I will strive to work as a member of a team in which constructive working relationships are actively promoted
- I will express views openly, courteously, and respectfully in all communications
- I will support the Chair in their role of ensuring due process and appropriate conduct.

Confidentiality

- I will observe complete confidentiality both inside and outside the College
- I will exercise the greatest prudence at all times when discussions regarding the College business arise outside meetings
- I will not reveal detail of any Local Advisory Board's decision.

Declaration of Other Interests

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- I will record any pecuniary or business interest with the College in the Register of Interests
- I will record any interest in other schools
- I will declare any conflict of loyalty at meetings should the situation arise.

Breach of the Code

- If I believe the code to have been breached, I will inform the Chair immediately, who will investigate
- If the Chair has breached the code, another governor will investigate
- I may expect to be asked to step down should the investigation show that I have breached the code.

Signature:

Date: