

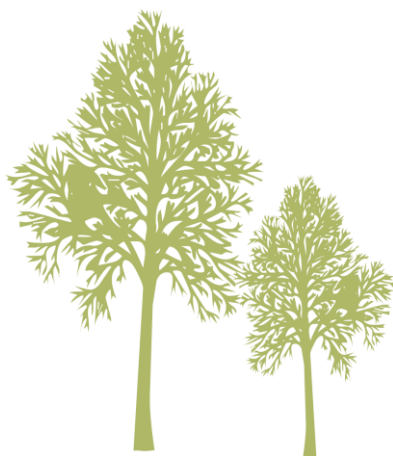


Scheme of Delegation

Church of England Schools

2026-2027

Our vision is to enable all to flourish



Purpose of this document

Welcome to the Diocese of Gloucester Academies Trust. The purpose of this document is to set out transparent delegations for specific areas of activity or decision making within the Trust in a clear and accessible format. It is intended that this document will provide clarity for all involved in the governance of the Trust and secure consistency, avoid duplication and clearly define roles and responsibilities.

Acronyms used within this document

There are many acronyms used within the education sector, some of the common acronyms you will come across within this scheme of delegation are listed below. For a wider compendium of acronyms, you may come across in your time as a Trust local governor please see our Trust Acronym Buster which is available in the Local Governance Member area on the Trust website.

Acronym	Long form
CEO	Chief Executive Officer
DCEO	Deputy Chief Executive Officer
COO	Chief Operating Officer
CFO	Chief Finance Officer
GHRO	Governance and HR Officer
HT	Headteacher
DHT	Deputy Headteacher
DGAT	Diocese of Gloucester Academies Trust
LGB	Local Governing Board
DfE	Department for Education
ATH	Academy Trust Handbook
MAT	Multi Academy Trust
SIAMS	Statutory Inspection of Anglican and Methodist Schools

DGAT vision and values

Our vision and values are deeply rooted in the Christian faith, and these permeate our decision-making, our relationships, our communication and our learning.

Our Trust is founded on shared values and principles. Together, Trust Board, local governing boards, central team and school communities form one organisation. We are focussed on providing children of all faiths, and none, with excellent educational provision in an aspirational, caring and supportive Christian ethos.

**OUR VISION IS
TO ENABLE ALL
TO FLOURISH**

Our core principles

These underpin all we do and all the decisions we take.

- We aspire to be the best we can be in an ever-changing environment - providing opportunities for all to flourish.
- Within our Trust family we cherish everyone as individuals, appreciating and celebrating diversity.
- We act with integrity; we are open to challenge, and we are reflective about our practice.
- We treat everyone with dignity and respect.
- Through collaboration, in a nurturing community, we grow, learn and achieve.

Our schools' ethos and vision

Each school will have its own distinctive vision which will be aligned with the Trust's vision. For Church of England schools within the Trust, the vision will be rooted in Biblical theology and distinctively Christian.

DGAT Governance Structure

Who we are: our roles and responsibilities:

The role and responsibilities of the Trust's Members and Trustees are set out in the Trust's Articles of Association, a copy of which can be found on the Trust website.

Members

The Trust's Members are responsible for ensuring the governance of the Trust is effective and that Trustees govern in accordance with their statutory and charitable responsibilities. Members are responsible for:

- Amending the Trust's Articles of Association
- Appointing and Removing Trustees
- Appointing the Trust's auditors
- Receiving a copy of the Trust's annual accounts
- Maintaining oversight of the governance of the Trust

The Trust maintains clear separation between Members and the Trust Board to ensure transparent and effective oversight of the governance of the Trust.

Our current Members are:

- The Diocesan of Gloucester Education Trust as a corporate Member
- Mrs Sue Padfield
- Dr Jo Grills
- Mr Jon Millin
- The Very Reverend Andrew Zihni

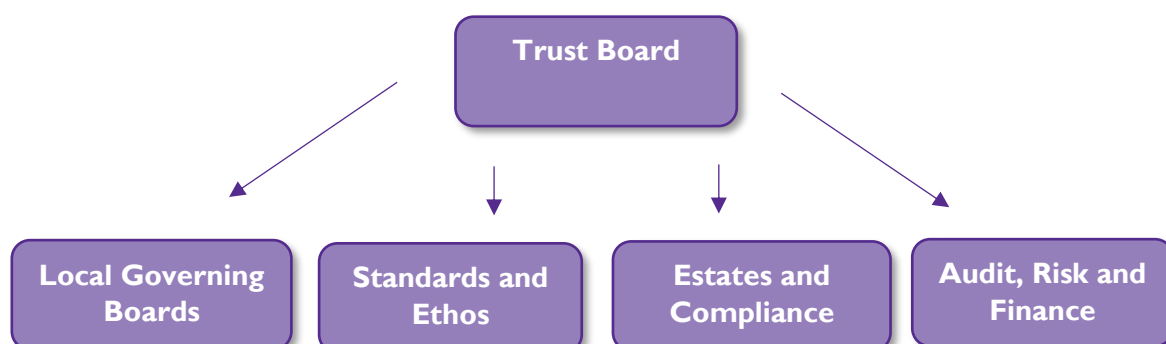
The Trust Board

The Trust Board is responsible for the strategic direction, statutory policy framework and oversight of the Trust and all its schools. Trustees take decisions that are in the best interests of the Trust as a whole and are not representative of any one of the constituent schools. Trustees are also Directors of the Trust which is a company limited by guarantee and registered as such at Companies House.

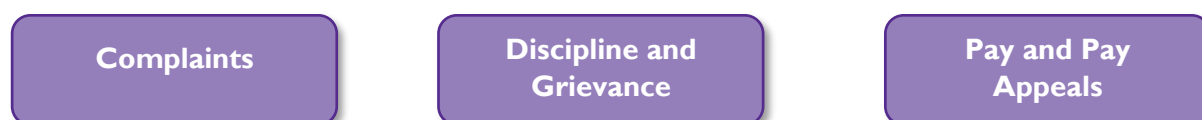
Our current Trustees are:

- The Reverend Canon Craig Huxley-Jones (Chair)
- Mrs Charlotte Rawlings (Vice chair)
- Mr Tim Brock
- Mr Rob Stokes
- Mr Stewart Hunter
- Dr Robert Gwynne
- Ms Jane Borgeaud
- Mrs Catherine Leahy
- Mr Andy Aram

The Trust Board meets six times a year and delegates specific Trust-wide and strategic oversight and responsibilities to its committees. The Trust Board currently has the following committee structure in place:



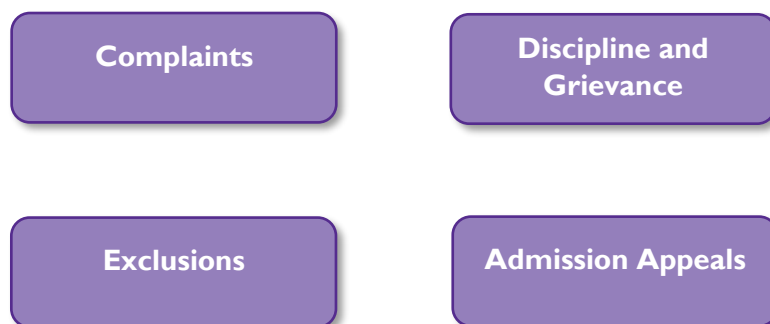
The Trust Board will convene the following committees or panels when required:



The Trust Board also delegates aspects of local oversight and monitoring of its schools to local governing boards. Local governing boards are committees of the Trust Board.

Local governing boards are able to determine their own committee structure, but this must reflect the responsibilities delegated to the local governing board and consider the workload and wellbeing of school staff and local governors.

Local governing boards may also be required to convene the following committees or panels as required and as per the delegated responsibilities set out in this scheme of delegation.



Each local governing board will:

- Serve its community by providing an education of the highest quality within the context of Christian belief and practice, recognising its foundation in preserving and developing its religious character in accordance with the principles of the Church of England and in partnership with the Church at Parish and Diocesan level.
- Encourage an understanding of the meaning and significance of faith, and promote Christian values through the experience it offers to all its pupils.

Schools new to the Trust

For schools new to the Trust, the Chief Operating Officer (COO), in consultation with the existing governing body will determine the constitution of the local governing board prior to the school joining the Trust. Any future changes will be determined by the COO after consultation with the local governing board.

Authority

The Trust Board has ultimate and overall responsibility for each school within the Trust and is the ultimate decision-making authority for each school and the Trust. Trustees are required to undertake this responsibility and duty within the requirements and statutory responsibilities set out within the Trust's Funding Agreement and Memorandum and Articles of Association. Trustees are also required to have regard to the advice of the Diocese Board of Education.

The Trust Board sets out the constitution, membership, proceedings and authority of local governing boards within a scheme of delegation. The scheme of delegation is reviewed annually as a minimum, but Trustees reserve the right to revoke or amend any aspect at any time it is considered relevant for an individual school or all schools within the Trust.

Chair's action

The chair of the local governing board is permitted to act and make decisions in urgent situations, where a delay in taking action or making a decision would cause a serious, detrimental effect to the school, a pupil, parent or member of staff. This is known as a 'chair's action'. The vice chair is permitted to take the same action, in the absence of the chair of the local governing board.

Chairs of the local governing board should record any action taken outside of governing board meetings on the 'Trust Record of Chair's Action' form and share this with the local governing board and Governance and HR Officer (GHRO) at the earliest opportunity.

Effective date and review

This Scheme of Delegation shall operate from the effective date or any subsequent amended date and will be reviewed annually as a minimum, in consultation with the LGB.

The LGB must comply with any advice or recommendations made by the Trust Board in the event that intervention is either threatened or is carried out by the Secretary of State.

Monitoring delegations within this scheme are intended to always focus on monitoring the implementation and impact of a decision or action.

- Trustee monitoring will be strategic and Trust wide, with consideration of the Trust's strategic plan and risk management strategy.
- Executive leadership team monitoring will be focussed on specific areas of the Trust's strategic priorities as determined by the Trust Board.
- Local governing board monitoring will be focussed strategically at individual school level with consideration of the school's individual vision and context.
- Headteacher monitoring will be focussed operationally at individual school level with consideration of the school's individual vision and context.

Governance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. The contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily or, where appropriate, requires action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
G.1	Develop and implement the Trust's vision and monitor its impact to enable all to flourish.	Monitor	Decide Deliver Monitor	Consulted Deliver Monitor	Consulted Deliver Monitor	Consulted Deliver Monitor
G.2	Review and agree the Trust's governing documents and any amendments.	Decide	Consulted	Consulted		

Governance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily or, where appropriate, requires action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
G.3	Appoint external auditors for the Trust.	Decide				
G.4	Comply with all obligations set out in the Trust funding agreement	Monitor	Monitor Deliver	Deliver	Deliver	Deliver
G.5	Comply with all statutory regulations affecting the Trust, including all charity law, company law, employment law and health and safety requirements.	Monitor	Deliver Monitor	Deliver Monitor	Deliver	Deliver
G.6	Compliance with statutory requirements such as health and safety. Fire management,	Monitor	Deliver Monitor	Deliver Monitor	Deliver	Deliver

Governance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. The contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily or, where appropriate, requires action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	safeguarding, governance and data protection.					
G.7	Appoint internal auditors for the Trust.		Decide			
G.8	Review and agree the scheme of delegation for each school and amend terms of reference for the Trust Board or LGB.		Decide	Deliver	Consulted	Consulted
G.9	Ensure compliance with the scheme of delegation.		Decide	Monitor	Deliver	
G.10	Appoint or remove the chair of the LGB.		Decide	Consulted	Consulted	
G.11	Appoint the Trust company secretary.		Decide	Consulted		

Governance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily or, where appropriate, requires action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
G.12	Agree Trust-wide key performance indicators and strategic priorities for the Trust.		Decide	Consulted	Consulted	Consulted
G.13	Appoint the clerk to the LGB			Decide	Consulted	
G.14	Maintain a register of interest for Members and Trustees		Decide	Deliver		
G.15	To maintain a register of interest for local governors			Monitor	Deliver	
G.16	Action legal claims		Decide	Deliver		
G.17	Dispose of or acquire land		Decide	Deliver	Consulted	
G.18	Appoint and remove members of the LGB (apart from ex-officio and foundation		Decide	Consulted	Consulted – co-opted appointments only	

Governance						
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Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily or, where appropriate, requires action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
G.19	Ratify and review all statutory and DGAT policies		Decide In line with the DGAT Policy arrangements and processes guidance.	Deliver	Deliver As per the DGAT Policy arrangements and processes guidance.	
G.20	Monitor the implementation of Trust-wide policies and additional policies as set out in the DGAT Policy arrangements and processes guidance		Monitor As per the DGAT Policy arrangements and processes guidance.	Monitor As per the DGAT Policy arrangements and processes guidance.	Monitor As per the DGAT Policy arrangements and processes guidance.	Deliver Monitor
G.21	Determine, on an annual basis, those policies which will be developed by the Trust and are mandatory for all Trust schools		Decide	Consulted		

Governance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily or, where appropriate, requires action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
G.22	Implement and monitor any policy addendum required in the event of extra-ordinary events or circumstances		Monitor	Deliver	Monitor	Deliver
G.23	Evaluate the development needs of local governors and implement an appropriate training and development programme		Monitor	Decide Deliver Monitor	Consulted Decide At school level and in consultation with the Governance and HR Officer	
G.24	To consider requests from other schools to join the Trust		Decide	Consulted Deliver		
G.25	To consider at school level further delegation of functions to committees or			Monitor	Decide Deliver	

Governance						
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Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily or, where appropriate, requires action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	individuals, e.g. link local governors					
G.26	Determine the Trust risk register		Decide Monitor	Consulted Monitor		
G.27	Determine the school risk register		Monitor	Consulted Monitor	Monitor	Decide Deliver Monitor
G.28	Ensure suitable local risk assessments are prepared and appropriate actions taken.		Monitor	Monitor	Monitor	Deliver

School Effectiveness						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
SE.1	Monitor, review and challenge the outcomes of groups of pupils Including SEND, pupil premium, EAL.		Decide Monitor	Monitor	Monitor	Deliver
SE.2	Ensure high quality support and provision for looked After Children and Previously Looked After Children		Monitor	Deliver Monitor	Monitor	Decide Deliver
SE.3	Ensure a curriculum is implemented which is broad and balanced and is designed to promote educational excellence for pupils and the impact of this.		Monitor	Monitor Consulted	Monitor	Decide Deliver Monitor

School Effectiveness						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
SE.4	Monitor the impact of the school's commitment to upholding British Values and how these are embedded within the curriculum.		Monitor	Monitor Consulted	Monitor	Decide Deliver Monitor
SE.5	Ensure an early years curriculum is implemented in line with the EYFS Foundation Stage Framework and the impact of this.		Monitor	Monitor Consulted	Monitor	Deliver Monitor
SE.6	Review the quality of education and pupil progress across the school and		Monitor	Monitor	Monitor	Monitor Deliver

School Effectiveness						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	challenge where necessary					
SE.7	Monitor the quality of teaching and learning and ensure appropriate support, challenge and intervention.			Decide Monitor		Monitor
SE.8	Implement and monitor the Trust behaviour policy.		Decide	Monitor	Monitor	Deliver Monitor
SE.9	Ensure excellent behaviour for learning.			Monitor	Monitor	Decide Deliver Monitor
SE.10	Discharge duties and ensure provision for all pupils with SEND by appointing a			Monitor		Decide

School Effectiveness						
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Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	"responsible person" and ensuring needs are met.					
SE.11	Determine and monitor the Trust SEND Policy.		Decide	Monitor	Monitor	Monitor Deliver
SE.12	Appoint a local governor responsible for inclusion.			Monitor	Decide Deliver	
SE.13	Ensure compliance with the Equality Act 2010 requirements within the school e.g., policy development, recruitment procedures.		Decide Monitor	Monitor Deliver	Monitor Deliver	Deliver
SE.14	Monitor exclusions.					

School Effectiveness						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
			Monitor	Monitor	Monitor	
SE.15	Convene a panel to consider any permanent exclusion of a pupil or any number of fixed-term exclusions which exceed a total of 15 days per term or when parent representation is requested.			Monitor Consulted	Deliver	
SE.16	Monitor the use of Pupil Premium and the impact on pupil outcomes.			Monitor	Monitor	
SE.17	Monitor the use of PE and Sports Premium and the impact on pupils.			Monitor	Monitor	

School Effectiveness						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
SE.18	Consider and approve off-site visits for pupils of more than 24 hrs. and ensure appropriate risk assessments in place.			Monitor	Consulted Monitor use of SHE unit risk assessments	Decide
SE.19	Ensure school meals are provided to appropriate nutritional standards to all children, including those eligible for free school meals.		Monitor	Monitor	Monitor	Decide Deliver Monitor
SE.20	Ensure high attendance levels for all pupils within the school.		Monitor	Monitor	Monitor	Deliver Monitor

School Effectiveness						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
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Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
SE.21	Implement and monitor the RSHE policy		Decide	Monitor	Monitor	Monitor Deliver

Christian Character						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
CC.1	Ensure and protect the Christian character of					

	the school (as monitored by Section 48 inspections Statutory Inspection of Anglican and Methodist Schools (SIAMS).	Decide	Monitor	Monitor Deliver	Monitor	Deliver Monitor
CC.2	Ensure the provision of collective worship and the provision of RE in line with school's curriculum.		Monitor	Consulted Monitor	Monitor	Deliver Monitor
CC.3	Develop and implement the school's distinctive Christian vision.			Monitor	Decide In partnership with the headteacher and the school community Monitor	Decide In partnership with the LGB and school community Deliver Monitor
CC.4	Ensure the Christian values and character of the school are embedded in all practice, including through the provision of high quality RE teaching and learning.			Monitor	Monitor	Decide Deliver Monitor
CC.5	Ensure the school community understands the impact of the Trust's Christian vision and		Monitor	Monitor	Monitor	Deliver

	how this relates to the school's own distinctive Christian vision.					
CC.6	Ensure the school develops and maintains successful links with the church and parish and that impact of this is identified within the school community.		Monitor	Monitor	Monitor	Deliver

Safeguarding						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
S.1	Determine the Trust safeguarding policy.		Decide	Deliver		
S.2	Ensure compliance with all safeguarding policy and practice.		Monitor	Monitor	Monitor	Deliver Monitor

Safeguarding						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
S.3	Appoint a safeguarding local governor.			Monitor	Decide Deliver	
S.4	Ensure safer recruitment policy. processes and practice.		Decide Monitor	Deliver Monitor	Monitor	Deliver Monitor
S.5	Ensure diversity is respected, including the upholding of the Prevent agenda prohibiting political indoctrination and ensuring the balanced treatment of political issues.			Monitor	Monitor	Deliver
S.6	Ensure a compliant central team single		Monitor	Monitor Deliver		

Safeguarding						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	central record is maintained.					
S.7	Ensure a compliant school single central record is maintained.			Monitor	Monitor	Deliver Monitor

Finance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
F.1	Implement appropriate financial controls and policies to ensure regularity, probity and value for money in relation to the management of public funds.	Monitor	Decide Monitor	Monitor		Deliver
F.2	Prepare annual accounts.			Deliver		
F.3	Implement the Trust Finance Policy and Pay Policy.		Decide	Deliver Monitor		Deliver Monitor
F.4	Appoint an Accounting Officer.		Decide			
F.5	Set the Trust budget		Decide	Deliver Monitor		
F.6	Set individual school budgets		Decide	Deliver Consulted		Deliver Monitor

Finance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
				Monitor		
F.7	Determine the proportion of the overall Trust budget to be delegated to individual schools and the amount retained for central support services		Decide	Consulted		
F.8	Determine pay awards in accordance with Trust Pay Policy		Decide Deliver Monitor	Deliver Monitor		
F.9	Ensure proper financial controls are in place.		Decide	Deliver Monitor		Deliver
F.10	Ensure school expenditure is in keeping with the budget and adhere to the Trust finance policy		Monitor	Monitor		Deliver Monitor

Finance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
F.11	To approve capital grant spending		Decide	Deliver Monitor		
F.12	To approve the Trust's investment policy and arrangements		Decide	Deliver Monitor		
F.13	Approve use of Trust Apprenticeship Levy			Decide Monitor		
F.14	Open and oversee the operation of the Trust bank account and ensure financial management systems and accounting records are administered in accordance with the finance policy.		Decide Monitor	Monitor Deliver		
F.15	Open and oversee the operation of the school's bank account and ensure financial management systems			Deliver Monitor		

Finance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	and accounting records are administered in accordance with the finance policy.					
F.16	Authorise financial expenditure outside of the agreed budget in line with the finance policy.		Decide	Decide Monitor		
F.17	Authorise the spending of reserves		Decide	Deliver Monitor		
F.18	Approve contracts up to the limits of delegation and within an agreed budget and in line with the Trust's finance policy.		Decide	Decide Monitor Consulted Deliver		Decide as per agreed limits in the Trust finance policy Deliver
F.19	Ensure the promotion and provision of free school meals to those			Monitor	Monitor	Decide Deliver Monitor

Finance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	pupils meeting the criteria.					
F.20	Implement a policy for the approval and payment of trustee and governor expenses		Decide	Monitor		

Central Services						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
CS.1	Determine the scope of mandatory core services to be delivered by the Trust on behalf of its schools.		Decide	Deliver		Consulted
CS.2	Determine a Trust-wide procurement policy and set the delegated levels of authority for such contracts.		Decide Monitor	Deliver		
CS.3	Approve contracts which constitute related party transactions.			Decide		
CS.4	Enter into central contracts up to the limits of delegation, within an agreed			Decide Up to delegated limits within the financial procedures policy		Consulted

Central Services						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	budget and in accordance with the finance policy.					
Cs.5	Enter into school contracts up to the limits of delegation, within an agreed budget and in accordance with the finance policy.			Consulted		Decide Up to delegated limits within the financial procedures policy

Human Resources						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
HR.1	Determine any overarching leadership structures across schools.			Decide	Consulted	Consulted Deliver
HR.2	Determine school staffing structure within agreed budget		Monitor	Consulted Monitor		Decide Deliver Monitor
HR.3	Determine school staffing budget outside of agreed budget		Monitor	Decide Monitor		Deliver Monitor
HR.4	Appoint the headteacher			Decide	Consulted	
HR.5	Appoint other senior staff (selection panel).			Monitor Consulted for DHT appointments	Decide LGB to support the headteacher with recruitment as	Decide All local senior leader appointments.

Human Resources						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
					appropriate and requested.	
HR.6	Appoint all other staff.			Monitor		Decide All local staff appointments within the agreed budget
HR.7	Appoint staff working across multiple schools.			Decide		Consulted
HR.8	Approve flexible retirement requests		Monitor	Decide Monitor		Deliver
HR.9	Determine the Trust performance management policy.		Decide	Deliver Monitor	Monitor	Deliver Monitor
HR.10	Implement the performance management policy for		Decide Monitor	Deliver	Deliver Monitor	Deliver

Human Resources						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	the headteacher and other staff.					
HR.11	Ensure compliance with terms and conditions of employment and staff handbooks.		Monitor	Decide Monitor		Monitor
HR.12	Implementation of Trust HR Policies for school staff		Monitor	Monitor Deliver		Monitor Deliver
HR.13	Implementation of Trust HR Policies for central team staff		Monitor	Monitor Deliver		
HR.14	Hear HR cases via an appropriate panel and in line with Trust policies for school staff.			Decide Deliver Monitor Consulted	Deliver	Deliver Monitor
HR.15	Oversee effective engagement with unions and professional associations.			Decide		

Human Resources						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
HR.16	Determine DGAT training and development in line with distinctive ethos, aims and vision of the Trust.			Decide	Consulted	Consulted
HR.17	Be accountable for ensuring the training and development of individual school staff.			Monitor	Monitor	Monitor Deliver
HR.18	Monitor the implementation and impact of the Staff Wellbeing Policy		Monitor	Monitor Consulted	Monitor	Monitor Deliver
HR.19	Ensure staff HR files are in place and reflect safer recruitment and employment requirements.			Decide Monitor		Monitor Deliver

Pupil Admissions						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership Team	Local governing board	Headteacher
PA.1	Consult with all key stakeholders before determining an admissions policy.		Decide	Deliver		Consulted
PA.2	Be accountable for all admission application decisions.				Deliver	
PA.3	Make arrangements for determining admissions and hearing admission appeals.					Decide Deliver
PA.4	Appeal when appropriate, against LA directions to admit pupil(s).			Consulted	Consulted	Decide Consulted
PA.5	Propose a change to the school pupil admission number				Decide	Decide

Decision/Action		Members	Trust Board	Executive leadership Team	Local governing board	Headteacher
PA.6	Approve any changes to the Pupil Admission Number.		Decide	Consulted	Consulted	Consulted Deliver

Estates and compliance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
EC.1	Procure buildings insurance and personal liability.			Decide Deliver		
EC.2	Develop an estates strategy or master plan.		Decide	Deliver		
EC.3	Maintain buildings, including implementing a premises and development plan.			Consulted Monitor	Monitor	Decide Deliver Monitor

Estates and compliance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
EC.4	Ensure compliance remedial works are actioned.		Monitor	Decide Deliver Monitor		
EC.5	Determine Trust Health and Safety policy.		Decide			
EC.6	Ensure the Trust Health and Safety policy is implemented.		Decide Monitor	Deliver Monitor	Monitor	Deliver Monitor
EC.7	Review security of school premises and equipment.		Monitor	Deliver Monitor	Monitor	Consulted Deliver
EC.8	Draw up, agree and monitor an Accessibility Plan for the school.		Monitor	Monitor Consulted	Monitor	Decide Deliver Monitor
EC.9	Determine a Trust Lettings Policy.		Decide	Consulted Deliver		
EC.10	Ensure the appropriate				Monitor	Decide

Estates and compliance						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
	implementation and use of the accident book and agree appropriate actions.					Deliver Monitor
EC.11	Implement and monitor the school's climate action plan and its impact			Monitor	Monitor	Decide Deliver Monitor
EC.11	Determine and implement the Trust Business Continuity Plan		Decide Monitor	Deliver		
EC.12	Determine and implement the School Business Continuity Plan		Decide Monitor	Monitor		Deliver Monitor

Administration						
Decide		Decide - Has primary responsibility for decision making related to the decision or action.				
Consulted		Consulted - Will be consulted as part of the process of completing a task. Their contribution may inform the approach or decision.				
Deliver		Deliver - Accountable for: undertaking particular tasks; following agreed policies and procedures; ensuring appropriate training of staff.				
Monitor		Monitor - Responsible for reviewing whether a task or action is being carried out satisfactorily and, where appropriate, requiring action to be taken to ensure task is delivered appropriately.				
Decision/Action		Members	Trust Board	Executive leadership team	Local governing board	Headteacher
A.1	Set compliant times of school sessions and the dates of school terms and holidays and notify the Trust.				Consulted Monitor	Decide Deliver
A.2	Ensure that school is open for 380 sessions for pupils in an academic year. Set compliant times and inform the Trust			Monitor	Monitor	Deliver
A.3	Ensure that the school website is compliant.			Monitor	Deliver Monitor	Deliver
A.4	Ensure 'Get information about schools' is up-to date and compliant.			Monitor	Monitor	Deliver
A.5	Ensure that a compliant data protection policy is implemented.		Decide	Deliver Monitor	Monitor	Deliver

