

Scheme of Delegation - Grid

Area	Decision	Members	Trustees	LGB – DM	LGB - DB	Headteacher	Other
People	Appoint/Remove – Members and Trustee Chair	√					
	Appoint/Remove - Trustees		√				
	Appoint/Remove – Staff Govs		√				
	Appoint/Remove – Parent Govs		√				
	Appoint/Remove – Community Govs		√				
	Appoint/Remove - Staff		√			√	
	Management of staff				√	√	
Governance (oversee and manage)	Governance (oversee and manage)		√				
	Guardians of Constitution	√					
	Oversight and challenge to Trustees	√					
	Oversight and challenge to LGB		√				
	Creation and compliance of Framework/RAG	√					
	Compliance of Framework/RAG		√				
	Fiduciary duty	√	√	√	√	√	√
Compliance with legal obligations and recommended practice	√	√	√	√	√	√	
Vision and Ethos		√	√	√	√	√	
Premises/Estates	Enter into contracts on behalf of the Trustees for the Academy		√ (for DB)	√			
	Develop a 5 year estate management strategy		√	√			
	Maintenance of premises and facilities		√ (for DB)	√			
	Long term planning of premises and facilities		√ (for DB)	√			
Delegated Powers (not reserved matters)	Accountability to Government/DfE	√					
	Accountability to Members		√				
	Accountability to Trustees		√				
	Core functions of the MAT		√				
	Core functions for the Academy/School			√	√ (restricted)		
	Operational matters		√	√	√		

	Annual review		√				
	Management of the business of the Academy/School			√			
	Managing the employment of all staff employed at the Academy		√ (for DB)	√			
	Carrying out all necessary disclosure and barring service checks			√	√		
	Conducting appraisals and managing all disciplinary matters in accordance the Academy's policy		√	√	√		
	Annual budget for the Academy		√	√			
	Enter into contracts on behalf of the Trustees for the Academy		√	√			
	Delegate powers to the Headteacher		√	√	√		
Finance	Expend funds as permitted		√ (for DB)	√			
	Operate a bank account on behalf of the Academy/School		√	√	√		
	Acknowledgement of receipt of funds provided by the State, donated and generated from activities of the Trust		√	√	√		
	Enter into contracts on behalf of the Trust (consent from Trustees if above £5K		√	√			
	Responsibility for the accounts		√				
	Safeguarding of funds		√	√			
	Notification to Trustees of unplanned expenditure		√	√			
	Risk management strategies		√	√	√		
	Internal audit committee review		√				
Curriculum and Standards	Setting and review		√ (for DB)	√			
	Standards/Teaching and Learning		√ (for DB)	√	√		
	Monitoring progress including SEN/PP		√ (for DB)	√	√		
	Attendance and behaviour		√ (for DB)	√	√		
	Adequacy of safeguarding		√ (for DB)	√	√		
	Expand the Academy/School		√				
Extended Schools and Business Activities				√			

Regulatory Matters	Responsibility for the satisfaction and observance and legal matters		√				
Operation Matters	Duty to act independently with integrity, objectivity, and honesty in the best interests of the Trust and Academy/School		√	√	√		
	Adopt and comply with all policies			√	√		
	Review policies and practices			√	√		
	Provide data and information regarding the business of the Academy/School			√	√		
	Implement any advice or recommendations made by the Trustees			√	√		
Annual Review	Absolute discretion to review Scheme of Delegation		√				

