



Central Region
Schools Trust

Founded by the RSA

Scheme of Delegation 2025-2026

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This document outlines the delegated authority granted by the Trust Board to its committees, the Chief Executive Officer, and the Executive Team, covering key areas of leadership, management, and operational oversight across the trust and its academies. It ensures alignment with legal, statutory, and regulatory requirements.

The Scheme of Delegation should be read in conjunction with the Trust’s governance framework, including committee terms of reference, the financial handbook, and relevant policies and governance documents. Delegated authority must only be exercised by the individual or committee to whom it has been assigned, unless otherwise directed or approved by the Trust Board. While responsibilities may be delegated, the Trust Board remains ultimately accountable for all decisions made.

Chair’s Action may only be taken in line with the Academy Trust Handbook 2025, and must be:

- Fully documented with rationale and evidence of urgency
- Reported to the full Trust Board at the next meeting
- Compliant with financial regulations and statutory limits

Chair’s action must not be used to authorise transactions that are novel, contentious or repercussive under ATH. Where ATH requires DfE prior approval, such approval will be obtained

CEO Authority and Sub-Delegation

The clause establishes that the CEO holds primary authority for all functions assigned to them in the Scheme of Delegation but may sub-delegate these responsibilities to suitably qualified senior leaders. Any sub-delegation must be formally documented, clearly defining who the delegate is, what powers they hold, and any limits or conditions. Although responsibilities may be delegated, the CEO remains ultimately accountable to the Trust Board.

Sub-delegation must ensure decisions are made by appropriate leaders and that all actions comply with statutory requirements, the Articles, the Academy Trust Handbook, Trust policies and financial regulations. Delegates must escalate any issue that is novel, contentious, repercussive, exceeds set thresholds, or poses reputational risk.

Certain matters cannot be delegated, for example, where personal CEO approval is required, where authority is reserved to the Board or a committee, or where law prohibits delegation.

The CEO must keep a Register of Sub-Delegations, report material decisions to the Board, and review or revoke delegations as needed. In the CEO’s absence, an Acting CEO appointed by the Board may exercise the same functions under the same conditions.

Tables of reference

Role/Action	Description
Accountable	The individual or body ultimately answerable for the outcome of the decision or task. Accountability cannot be delegated.
Prepare	Drafts the initial proposal, plan, report, or documentation.
Recommend	Propose a decision, action, or change to another body that holds approval authority.
Approve	Holds the <i>final decision-making authority</i> for a task, policy, or action.
Ratify	Provides formal confirmation of a decision already made elsewhere in the governance structure.
Adopt	Formally accepts and implements a policy, procedure, or document as the Trust's agreed operational practice.
Responsibility	Carries out the work required to complete the task. Responsible to manage the process, draft outputs, and deliver to the required standards.
Consult	Must be engaged <i>before</i> a decision is made.
Support	Provides expertise, resources, guidance, or practical assistance to enable the task to be carried out effectively.
Inform	Must be notified <i>after</i> a decision is made or action is taken. This ensures transparency, alignment, and operational readiness across the organisation.

Abbreviation	
HRC	HR Committee
RC	Remuneration Committee
ESC	Education and Standards Committee
FRC	Finance and Resources Committee
ARC	Audit and Risk Committee
CFO	Chief Financial Officer
CTL	Central Team Leader
DSL	Designated Safeguarding Lead
ELT	Executive Leadership Team: CFO, HOp DoEd, EP, DoSI
EP (CEO)	Executive Principal / Chief Executive Officer
LAGB	Local Academy Governing Board
PRI	Principal
TB	Trust Board
HOp	Head of Operations
DoEd	Director of Education
DoSI	Director of School Improvement
HR	Central HR

Section 1: Strategy, Vision and Ethos

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
1.1	Set the Trust overall strategy of the trust, including mission, vision and core values	Inform	Approve	Prepare				Inform	Consult
1.2	Set the individual schools' vision and core values in line with the Trust's vision and core values			Approve	Recommend			Consult	Prepare
1.3	Set the strategic objectives for the Trust, reviewing progress regularly.		Approve	Prepare	Consult				Consult
1.4	Set the annual KPIs (Key Performance Indicators) for the Trust (including educational and financial)		Approve	Recommend	Prepare	Consult		Consult	Consult
1.5	Set the Trust's development and investment (D&I) plan		Approve	Recommend	Prepare/ Review: Mid-year	Review	Prepare		
1.6	Set the individual schools' improvement plan (SIP)			Inform	Approve			Review mid-year	Prepare
1.7	Set the post-Ofsted action plan for any school if they are judged as 'Needs attention' or 'Urgent improvement'		Approve	Recommend	Consult			Review termly	Prepare
1.8	Develop a risk management policy and strategy across the Trust		Approve	Consult	HOp: Prepare	ARC: Recommend			
1.9	Maintain a Trust wide strategic risk register in line with the requirements of the ATH		Approve	Recommend	Prepare	Sub-Committees: Consult			
1.10	Maintain an operational risk register for each school in line with the Trust's strategic risk register			Consult	Approve	ARC: Inform		Approve	Prepare
1.11	Setting the school day and hours		Approve	Consulted	Recommend	ESC: Consult	Informed	Consult	Prepare
1.12	Monitoring, review, and assurance of the Trust's Whistleblowing Procedures		Approve	Consult	Consult	HRC: Consult	HR: Prepare	Adopt	Adopt
1.13	Growth: Lead the work of the due diligence process		Inform	Consult	Prepare				

Section 1: Strategy, Vision and Ethos

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
1.14	Approve to proceed at stage 1 of due diligence process		Approve	Recommend	Consult				
1.15	Approve to proceed at stage 2 of due diligence process	Inform	Approve	Recommend	Consult				
1.16	Prepare final report for trustees to review at stage 2		Approve	Recommend	Consult				
1.17	Approve appointment of independent external due diligence advice if deemed appropriate	Inform	Approve	Recommend	Consult	FRC: Consult			
1.18	Approve transfer and sign transfer documents		Approve	Recommend	Consult				
1.19	Admission of new school joining the Trust	Approve	Recommend	Recommend	Prepare	Support	Prepare	Inform	Inform

Section 2: Governance

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
2.1	Approve amendments to memorandum and articles, subject to Charity Commission and DfE approval as appropriate	Approve	Recommend	Consult			HoG: Prepare		
2.2	Recruitment protocols and procedures for Members, Trustees and Governors		Approve	Consult	Consult		HoG: Prepare	Governors: Consult	Governors: Consult
2.3	Appoint or remove Members <i>With Diocese written consent</i>	Approve	Recommend	Consult					
2.4	Appoint or remove Trustees <i>Minimum 2 from Diocese with written consent</i>	Approve: Member Appointed Trustees	Approve:– Co-opted Trustees	Consult					
2.5	Appoint/ remove Local Governors to the LAGBs		Approve	Consult	- Consult		HoG: Prepare	Recommend	Recommend
2.6	Appoint or remove expert advisors to the Trust Board and/or sub committees		Approve	Consult		Recommend	HoG: Inform		
2.7	Trust Board Committee Structure, Membership and Terms of Reference		Approve	Consult	Consult		HoG: Prepare		
2.8	Trust Scheme of Delegation		Approve	Recommend	Consult		HoG: Prepare	Adopt	Adopt
2.9	Establish TB ‘task and finish’ groups		Approve	Consult	Consult		HoG: Prepare		
2.10	Establish LAGB ‘task and finish’ groups		Approve	Recommend	Consult		HoG: Recommend	Recommend	Consult
2.11	Establish TAIB/AIB		Approve: TAIB	Recommend	Prepare Approve: AIB			Consult: AIB	Consult: AIB
2.12	Arrange indemnity insurance cover for the Trustees and Governors		Consult	Approve	CFO: Recommend			Inform	
2.13	Appoint/ Remove Chair of the TB and Sub Committees		Approve	Inform	Inform	Recommend	HoG: Inform		

Section 2: Governance

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
2.14	Appoint or remove Vice Chair of the TB		Approve						
2.15	Appoint or remove Chairs of the LAGBs		Approve	Recommend	Consult		HoG: Recommend	Recommend	Recommend
2.16	Appoint or remove Governance Professional (GP) to Trust Board and LAGB's		Approve	Consult: TB GP		Consult: TB GP	HoG: Prepare LAGB GP	Consult: LAGB GP	Consult: LAGB GP
2.17	Maintenance and publication of the register of interests	Support	Support	Support	Support		HoG: Responsible	Support	Support
2.18	Calendar of LAGB meetings within the specified period		Consult	Consult	Consult		HoG: Prepare	Approve	Consult
2.19	Change of name of the Trust	Approve	Recommend	Recommend	Consult	Consult		Consulted	Consult
2.20	Change of name of a school in the Trust		Approve	Recommend	Consult			Consult	Prepare
2.21	Change of name of a Faith school in the Trust <i>Must have Diocesan written consent</i>		Approve	Recommend	Consult			Consult	Prepare
2.22	Maintain a master policy schedule		Approve	Consult	Consult		HoG: Responsible	Adopt	Adopt
2.23	Undertake an external review of governance (every 3 years)		Sets directive	Consult		Consult	HoG: Prepare	Inform	
2.24	Annual self-appraisal review – Skills Audit		Responsible	Consult			HoG: Prepare	Responsible	Consult
2.25	Link Trustees and Link Governors: Safeguarding, SEND and Careers		Approve	Inform	Inform		HoG: Support	Inform	Inform

Section 3: Staffing and HR

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
3.1	Review staffing structure		Approve: ELT Inform: STL	Prepare: ELT Approve: CT /Schools	Consult: schools Prepare: CT	HRC: Inform	HR: Support	Inform: Schools	Prepare: Schools
3.2	Staffing structure and plans for all staff, including overseeing of staff wellbeing, workload and working conditions.			Inform	Approve	HRC: Inform			Prepare
3.3	Staffing structure and plans for the individual schools-Key Stage 3 teachers in Redditch			Inform	Approve				Prepare
3.4	Changes to employee terms and conditions or collective agreements		Approve	Recommend	Consult	HRC: Consult	HR: Support		
3.5	Review and approval of job descriptions and person specifications		Approve: CEO	Approve: ELT	Approve: CT, Principals and SLT	Recommend	HR: Support		Approve: School Staff
3.6	Evaluation of jobs and grades (on appointment or during the year)		Approve: ELT, and PRIs	Recommend: ELT/ PRIs Approve: SLT, CTL	Approve: All other staff Recommend: PRI, SLT, CTL	HRC: Inform	HR: Support		Approve: School Staff Recommend: SLT
3.7	Determination of pay ranges for CEO and staff in the ELT (on appointment or during the year)		Approve	Recommend		RC: Consult FRC: Consult	HR: Support		
3.8	Determination of pay ranges for teaching staff in the SIT below ELT (on appointment or during the year)			Approve	Recommend	HRC: Inform	HR: Support		
3.9	Determination of pay ranges for PRIs (on appointment or during the year)		Approve	Recommend	Consult	HRC: Inform	HR: Support		
3.10	Determination of pay ranges for SLT posts below PRIs (on appointment or during the year)			Approve	Recommend	Consult	HR: Support		Prepare
3.11	Determination of the salary for teachers on appointment to the unqualified, main and upper pay ranges				Consult				Approve

Section 3: Staffing and HR

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
3.12	Value of TLRs and equivalent payments (on appointment or during the year)			Approve	Recommend	Consult			Prepare
3.13	Value of other discretionary allowances (on appointment or during the year)		Approve for the ELT, CTLs and PRIs	Approve	Recommend	Consult			Prepare
3.14	Appointment / dismissal of EP (CEO) / Accounting Officer	Inform	Approve			HRC: Inform	HR: Support		
3.15	Appointment / dismissal of CFO		Approve	Recommend		HRC: Inform	HR: Support		
3.16	Appointment/ dismissal of staff in the ELT		Approve	Recommend		HRC: Inform	HR: Support		
3.17	Appointment/ Dismissal of PRI (for all reasons)		Approve	Recommend	Consult	HRC: Inform	HR: Support	Consult – Chair	
3.18	Appointment/ Dismissal of CTL		Approve	Recommend	Consult	HRC: Inform	HR: Support		
3.19	Appointment/ Dismissal of CT		Inform	Inform	Approve	HRC: Inform	HR: Support		
3.20	Appointment/ Dismissal of other teaching and school support staff			Inform	Inform		HR: Support	Inform	Approve
3.21	Appointment/ Dismissal of SIT (School Improvement Team) appointments		Inform	Inform	Approve	HRC: Inform	HR: Support		Inform
3.22	Teacher pay award (September)		Approve	Approve	Recommend	FR: Inform HRC: Inform			Prepare
3.23	Support staff pay award (April)		Approve	Approve	Recommend	FR: Inform HRC: Inform			Prepare
3.24	EP (CEO) Pay Award		Approve		RC: Recommend	HoG: Support			
3.25	ELT pay award			Approve		RC: Inform			
3.26	Teachers in the SIT (below ELT) pay award			Approve	Recommend				
3.27	PRI pay award			Approve	Recommend	RC: Inform			
3.28	School teachers pay award			Approve	Recommend				Prepare
3.29	Signing of employment contracts		Chair: CEO	Approve: ELT, CTL, PRIs	Approve: CT				Approve: All staff

Section 3: Staffing and HR

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
3.30	Performance management (appraisal) arrangements-objective setting and review		Approve: CEO	Approve: ELT/STL	Approve: Direct Reports		Approve: Direct Reports	Chair: Consult (Pri)	Approve: All staff
3.31	Adoption of transferring policies, terms of conditions and collective agreements		Approve	Recommend		HRC: Consult	HR: Prepare		
3.32	Formal restructure and redundancy plans for all members of staff		Informed	Approve	Recommend	HRC: Consult FRC: Consult	HR: Support		Prepare
3.33	Severance and compensation payments below £50,000 No DfE approval required, unless the trust is under a FNtl/Ntl. *		Approve	Approve: < £15k Recommend: > £15k	Consult	FRC: Consult HRC: Consult	HR: Support		
3.34	Special severance payments of £50,000 or more Require prior DfE approval *		Refer to DfE	Recommend	Consult	FRC: Consult HRC: Consult	HR: Support		
3.35	Exit package (total) at or above £100,000 Requires DfE approval *		Refer to DfE	Recommend	Consult	FRC: Consult HRC: Consult	HR: Support		
3.36	Any severance payment where the employee earns over £174,000 Requires DfE approval *		Refer to DfE	Recommend	Consult	FRC: Consult HRC: Consult	HR: Support		
3.37	Request for leave of absence		Approve: CEO	Approve: ELT	Approve: Direct reports	Approve: Direct reports			Approve: Direct reports
3.38	Request for flexible working		Approve: CEO	Approve: ELT	Approve: Direct reports	Approve: Direct reports			Approve: Direct reports
3.39	Disciplinary action		Approve: CEO	Approve: ELT	Approve: Direct reports	Approve: Direct reports	HR: Support		Approve: Direct reports
3.40	Staff Appeals: Disciplinary, Flexible working Requests, Grievance, Dismissal, Restructure, Pay awards (this list is not exhaustive)		Trustee Panel CEO/ELT/SIT /PRI/CTL/CT	Prepare: Direct reports	Prepare: Direct reports	HRC: Inform	HR: Support Prepare: Direct reports	Governor Panel: All school staff	Prepare: Direct reports

Section 3: Staffing and HR

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
3.41	Writing and signing off of references		Approve: Chair – EP (CEO)	Approve: ELT	Approve: Principals. TPEP, SIT, CRL		Approve: Direct Reports HR: Support		Approve: Direct Reports
3.42	Pay policy including job role, salary and grading		Approve	Recommend	Consult	HRC: Inform	HR: Prepare		
3.43	HR policies and procedures in line with employment law		Approve: Statutory	Recommend	CFO: Prepare	HRC: Approve	HR: Support		

* Where a settlement includes any confidentiality clause, prior DfE approval is required; clauses must not inhibit whistleblowing or DfE access

Section 4: Financial governance and management: Financial procedures

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
4.1	Set the Trust's financial procedures including key policies and handbook		Approve	Consult	CFO: Prepare ELT: Consult	FRC: Consult			Inform
4.2	Set the Trust's financial scheme of delegation		Approve	Consult	CFO: Prepare ELT: Consult	FRC: Consult			Inform
4.3	All finance policies – including Reserves Policy and Investment Policy		Approve	Consult	CFO: Prepare ELT: Consult	FRC: Consult			
4.4	Set the investment policy in line with the requirements of the ATH		Approve	Consult	CFO: Prepare ELT: Consult	FRC: Consult			
4.5	Appoint internal auditors and direct an annual programme of work for the internal auditor		Inform	Consult	CFO: Prepare	ARC: Approve			
4.6	Appoint external auditors	Approve	Recommend	Consult	CFO: Prepare				
4.7	Completion and submission of the annual accounts and financial statements		Approve	Consult	CFO: Prepare	FRC and ARC: Recommend	Finance: Prepare		
4.8	Response to the auditors' management letter		Approve		CFO: Prepare	ARC: Consult			
4.9	Completion and submission of other accounting returns		Inform	Inform	CFO: Prepare				
4.10	Completion and submission of TAX and PAYE returns and pension returns		Inform	Inform	CFO: Prepare				
4.11	Completion and submission of VAT returns		Inform	Inform	CFO: Prepare				
4.12	Completion and submission of the grant assurance returns to the DfE (e.g. RISE support grant) etc)		Inform	Inform	CFO: Prepare				
4.13	Completion and submission of the academy's financial returns (e.g. BFR, LBCT, SRMAC etc)		Approve	Consult	CFO: Prepare	FRC: Inform			
4.14	Completion and submission of the annual staff census and termly student number census				CFO: Approve				Prepare
4.15	Set the Trust's consolidated/ Individual schools three-year budget plan		Approve	Recommend	CFO: Prepare ELT: Consult	FRC: Consult			Prepare
4.16	Set the Trust's consolidated one-year budget plan		Approve	Recommend	CFO: Prepare ELT: Consult	FRC: Consult			Prepare

Section 4: Financial governance and management: Financial procedures

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
4.17	Review monthly management accounts to monitor income and expenditure and ensure delivery of the annual budgets		Review	Review	CFO: Prepare				Prepare
4.18	Set a Trust procurement policy in line with the requirements of the ATH		Approve	Consult	CFO: Prepare	FRC: Consult			
4.19	Review and determine which goods and services are centrally procured and recharged to school			Approve	CFO: Prepare				Inform
4.20	Creating new vendors on the finance system				CFO: Approve		Finance: Prepare		Prepare
4.21	Ensuring compliance before entering into a contract or agreement with a related party		Approve	Consult	CFO: Prepare	ARC: Consult			Prepare
4.22	Entering into guarantees or letters of comfort and indemnities which are not in the normal course of business in line with the requirements of the ATH		Approve: £50k or less >£50k: Refer to DfE	Recommend	CFO: Prepare	FRC: Inform			
4.23	Open bank accounts and set the approved signatories			Approve	CFO: Prepare	ARC: Consult			
4.24	Borrow money or enter into a financial lease		Must refer to the DfE	Recommend	CFO: Prepare	ARC: Consult FRC: Consult			
4.25	Take up a leasehold or tenancy agreement on land or buildings from another party for a term of seven or more years		Must refer to the DfE	Recommend	CFO: Prepare	ARC: Consult FRC: Consult			
4.26	Take up an operating lease (Photocopiers/ minibuses etc)			Approve: Financial SoD	CFO: Approve	Approve: Financial SoD			Approve: Financial SoD
4.27	Grant a leasehold interest, including a tenancy agreement, of any duration, on land and buildings to another party		Must refer to the DfE	Recommend	CFO: Prepare	ARC: Consult FRC: Consult			
4.28	Investment of cash balances			Approve	CFO: Prepare	FRC: Inform			
4.29	Issue and withdraw corporate multi-pay cards including variation to the credit limits				CFO: Approve				Apply

Section 4: Financial governance and management: Financial procedures

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
4.30	Ensure the correct levels of insurance are in place across the Trust		Approve	Recommend	CFO: Prepare	FRC: Inform			
4.31	Maintaining an up-to-date asset register		Inform	Consult	CFO: Prepare	ARC – Inform FRC: Inform	Prepare – IT, Estates		Prepare
4.32	Acquisition, change and disposal of land and buildings in line with the requirements of the ATH		Must refer to the DfE	Consult	CFO: Prepare	ARC – Inform FRC: Inform	Prepare: Finance, Estates		Prepare
4.33	Develop an estates and fixed assets maintenance financial plan		Approve	Recommend	Prepare	FRC: Inform			Prepare
4.34	Managing the planned strategy to maximise the use of estates		Inform	Approve	Prepare	FRC: Inform			Prepare
4.35	Capital programme funded by SCA		Inform	Recommend	CFO: Consult	FRC: Approve	Prepare: Estates		Consult
4.36	Finance Policies		Approve: Statutory	Recommend	CFO: Prepare	FRC: Approve	Inform		Inform

Section 5: Education and Curriculum

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
5.1	Determine Admissions Arrangements following statutory consultation		Approve	Consult	Consult	ESC: Inform	HoG: Prepare	Adopt	Consult
5.2	Allocation of places against the admissions policy							Adopt	Prepare
5.3	Admission decisions via the Fair Access Protocol (FAP)				Inform				Approve
5.4	Admission appeals						Inform	Inform	Prepare
5.5	Curriculum planning, implementation and review			Consult	Approve			Inform	Prepare
5.6	Deliver careers guidance, with regards to statutory requirements		Approve	Recommend	Consult			Inform	Prepare
5.7	Length of a Key Stage		Approve	Recommend	Consult			Consult	Prepare
5.8	SEND policy for the Trust (includes compliance with SEND Code of Practice).		Approve	Recommend	Consult		Trust SEND Lead: Prepare		Consult
5.9	Appoint a teacher to be responsible for co-ordinating the SEND provision across the Trust and in the individual schools		Inform	Approve: Trust Director of SEND	Recommend: Trust Director of SEND			Inform	Approve: School SENDCo
5.10	SEND offer for the individual schools			Consult	Approve			Approve	Prepare
5.11	MAB contracts (Mainstream Autism Base)				DoEd: Approve			Inform	Consult
5.12	Pupil Premium and Sports Premium plans (primary) for the individual schools				Approve			Approve	Prepare
5.13	Appoint a designated teacher to support Looked After Children (LAC) in the individual schools				Consult			Inform	Approve
5.14	Termly designated teacher's report on Looked After Children (LAC) for the individual schools. Including annual statutory report							Approve	Prepare
5.15	Fixed term exclusions				Inform			Inform	Approve
5.16	Permanent exclusions			Inform	Inform		HoG: Support	Inform	Approve

Section 5: Education and Curriculum

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
5.17	Review of exclusions				Inform			Inform	Prepare
5.18	Directing a student to a registered offsite/alternative education provider			Inform	Inform			Inform	Approve
5.19	Directing a student to an unregistered offsite/alternative education provider			Inform	Approve: DoEd			Inform	Prepare
5.20	Changes to Pupil Admission Numbers (PAN) changes (within 10%) Recommend to DfE if significant change		Approve	Recommend	Prepare	FRC: Consult ESC: Consult		Consult	Consult
5.21	Change of age range (significant change)		Approve	Recommend	Prepare	ESC: Consult		Consult	Consult
5.22	Complaints policy and procedures		Approve	Recommend	Consult		HoG: Prepare		Consult
5.23	Handling of concerns and complaints from external agencies e.g. local authority, DfE, Ofsted etc		Chair to approve all responses external agencies directed to the TB.	Approve: all responses external agencies not directed to the TB.	Recommend Inform: LA responses				Approve: LA responses
5.24	School timings		Approve: < 32.5 hours a week	Approve: >32.5 hours a week Recommend: < 32.5 hours a week	Consult	ESC: Inform < 32.25 a week		Consult	Prepare
5.25	School term dates			Approve	Recommend				Prepare
5.26	Addition of extra TEDs				DoEd: Approve			Consult	Prepare
5.27	Changes to the individual schools' uniform			Consult	Approve			Consult	Prepare
5.28	Trust and individual schools' website design and user experience. Including platform selection			Approve	Consult		Consult		Consult5.33

Section 5: Education and Curriculum

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
5.29	Website Compliance						HoG: Responsible Trust		Responsible: Schools
5.30	Trust branding and logo		Inform	Approve	Consult				
5.31	Teaching and Learning Policies		Approve: Statutory	Recommend	Prepare	Approve: Non - statutory		Adopt	Inform
5.32	Local Appendix for teaching and learning policies for the individual schools				Inform			Approve	Prepare

Section 6: Operations

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
6.1	Health and safety framework and policy for the Trust that is compliant statutory requirements		Approve	Recommend	Consult	FRC: Consult	Prepare: Estates		Consult
6.2	Health and safety RIDDOR reporting			Inform	Consult	Inform			Approve
6.3	Maintain estate statutory compliance (fire safety, asbestos, legionella, CDM) in line with DfE estate management standards				HOp: Approve	FRC: Inform			Prepare
6.4	Emergency closures (more than 24 Hours)		Inform	Inform	Consult	HOp: Prepare		Inform	Approve
6.5	Cyber security incident response and reporting, in line with ATH 2025 digital standards		Approve	Recommend	HOp: Prepare	HOp: Prepare			
6.6	Development, implementation, and oversight of Climate Action Plans in line with ATH 2025 sustainability expectations		Approve	Recommend	HOp: Prepare				
6.7	Meeting six core DfE digital & technology standards and complete the DfE self-assessment.		Inform	Approve	HOp: Prepare	ARC: Inform			
6.8	Health and Safety Policies (Inc first aid, medical needs – this list is not exhaustive)		Approve: Statutory	Recommend	Prepare	FRC Approve: Non-statutory		Adopt	Inform
6.9	IT/ Data Policies		Approve: Statutory	Recommend	Prepare	ARC Approve: Non - statutory		Adopt	Inform
6.10	Local Appendices for Health and Safety Policies and Data / IT Policies				Inform			Approve	Prepare

Section 7: Safeguarding

	Area of Responsibility	Members	TB	EP (CEO)	ELT	Sub committee	CTL	LAGB	PRI
7.1	Approve an equalities framework to ensure compliance with equalities legislation		Approve	Recommend	Consult		Prepare		Consult
7.2	Safeguarding policy for the Trust ensure compliance statutory requirements		Approve	Recommend	Consult	Consult – Safeguarding Link Trustee	Trust Director Safeguarding: Prepare	Adopt	Adopt
7.3	Local Safeguarding Appendix for policy for the individual schools							Approve	Prepare
7.4	Annual safeguarding report, audits and action plans for the Trust and individual schools		Approve	Recommend	Prepare			Inform: schools	Prepare: schools
7.5	Reporting of safeguarding issues to the LADO		Chair responsible for referral to LADO re CEO	Responsible for referral to LADO re ELT	Responsible for referral to LADO re Pri	Inform Link Trustee for Safeguarding	HoG responsible for referral to LADO re Members, Trustees and Governors	Inform	Responsible for referral to LADO re school staff
7.6	Approve off-site trips and visits for students of more than 24 hours				Inform				Approve – in accordance with policy
7.7	Pastoral Policies (Attendance, Behaviour, Exclusions – this list is not exhaustive)		Approve: Statutory	Recommend	Prepare	ESC: Approve Non - statutory		Adopt	Inform
7.8	Local Appendix for Pastoral Policies				Inform			Approve	Prepare