

Southwark Diocesan
Board of Education
Multi-Academy Trust
Developing Church of England Education

STATUS: PUBLIC

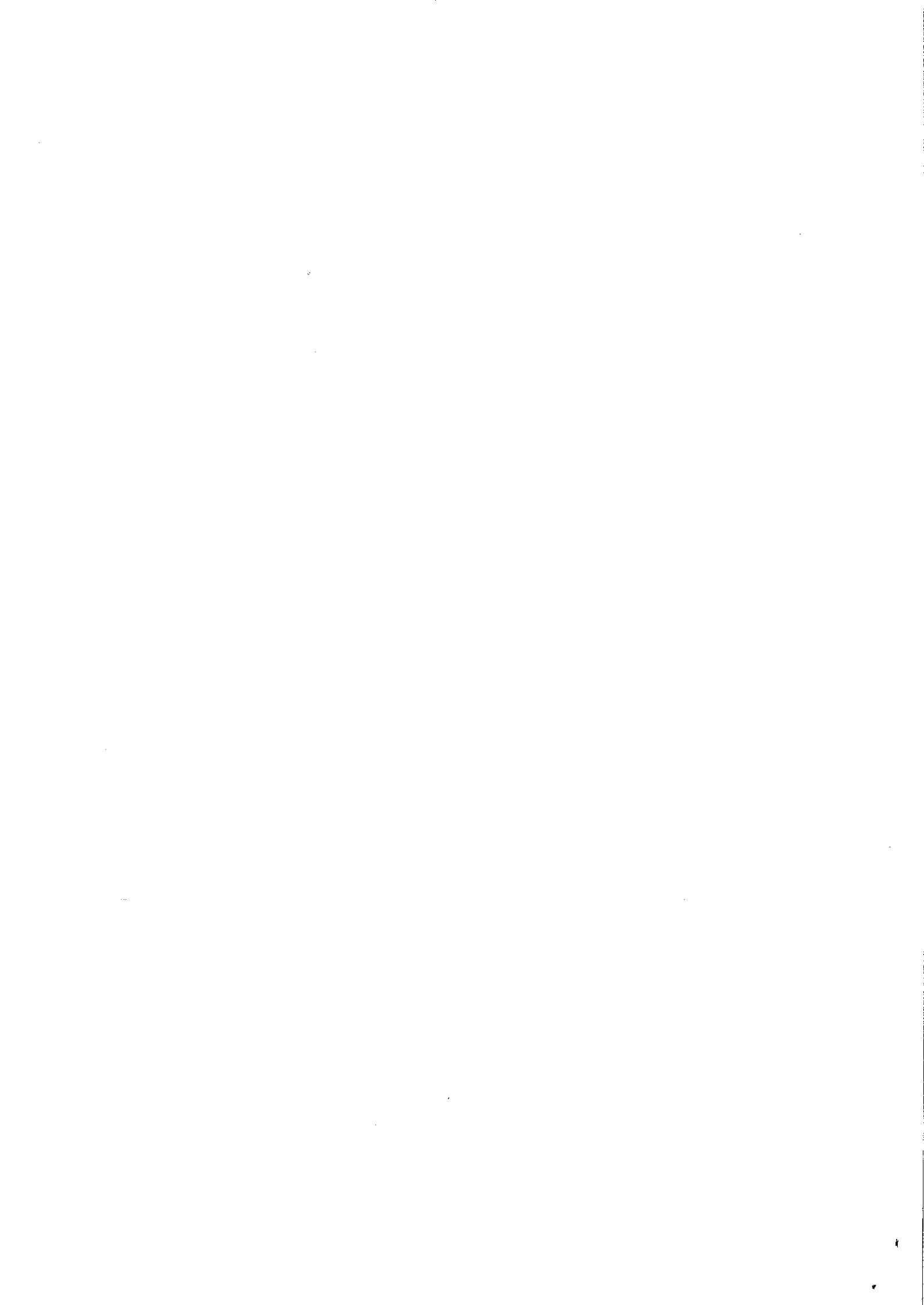
Version: 3 (SEPTEMBER 2020)
School Name: ST MATTHEW'S COFE PRIMARY SCHOOL, REDHILL, SURREY
Conversion Date: 1ST FEBRUARY 2018

SUPPLEMENTARY SCHEME OF DELEGATION

SEPTEMBER 2020

The purpose of this Scheme of Delegation is to provide clarity as to the roles and responsibilities of those who contribute to the governance of the Academies and the Trust itself. All those with governance and management responsibilities must be familiar with this Scheme of Delegation so that appropriate steps can be taken to ensure there is sufficient and proper challenge of those with leadership responsibilities. They are also to ensure senior leaders are held to account for the performance of the Academies and that there is financial stability within the Trust.

This is a prescribed Scheme which has been approved by the SDBE MAT Board and may not be modified by Academies.



On occasions, where a school is not making the progress expected or where standards have dropped below an acceptable standard, the Department for Education may direct a school to become an Academy sponsored by a Multi-Academy Trust.

As the Trust nominated as the sponsor of this Academy, we need to ensure rapid progress is made and the interventions we provide stand the school in a strong position to grow, develop and ultimately offer an outstanding education to the children they serve.

To support the school in achieving this, the Trust operates an 'earned autonomy' model of delegation. In practice, this means that certain responsibilities which would normally be delegated to the school will be managed by the Trust until the school is in a stronger position. Where possible and practical, decisions will be made in collaboration with school leaders, however the ultimate decision lies with the SDBE MAT.

As a Trust and reflecting our core Christian values, we want our schools to be empowered and will work quickly to ensure required progress is being made and those responsibilities held by the SDBE MAT are delegated back to school leaders. Recognising that each school is on a journey and some schools will improve quicker than others, delegated responsibilities will normally be reviewed on an annual basis by the SDBE MAT. The SDBE MAT Board will be updated on any changes made to the arrangements defined within this document.

As agreed with this school, the following arrangements will supersede the respective points within the Scheme of Delegation and will require the prior input and approval from either the Chief Executive Officer (CEO) or Chief Operating Officer (COO).

**Scheme of Delegation – Delegated Authority and Responsibilities
(Scheme of Delegation Reference: 4.0)**

**1. Governance
(Scheme of Delegation Reference: 6.0)**

- 1.1. Any changes to the structure, members and frequency of meetings shall be discussed and approved by the Trust in advance of any proposed changes.
- 1.2. Minutes of all Governing Body meetings shall be sent to the SDBE MAT in both draft form and immediately once approved at the next Governing Body meeting.

**2. Personnel
(Scheme of Delegation Reference: 4.4)**

- 2.1. Any planned recruitment and/or restructuring shall be discussed and approved by the Trust in advance of any proposed changes.
- 2.2. Any staffing matters including maternity/paternity, capability, disciplinary, grievance shall be flagged once identified with the Trust.
- 2.3. Actions may be directed by the Trust Executive Team in line with provisions within the Scheme of Delegation.

**3. Curriculum
(Scheme of Delegation Reference: 4.3)**

- 3.1. Any proposed changes to the curriculum shall be discussed and approved by the Trust in advance of any proposed changes.

ACKNOWLEDGMENT

SDBE MAT SIGNATURE: (CEO/COO)	
SCHOOL SIGNATURE: (HEADTEACHER)	<i>J. Lightfoot</i>
SCHOOL SIGNATURE: (LGB)	<i>M. Ffytche</i>
DATE:	<i>03/09/2020</i>

