

VISION, ETHOS & STRATEGY (Including Compliance)									
	Members	Directors		Executive Team	Gov Prof	SIG	LSC	Headteachers	Diocese
		Full Board	Audit & Risk						
1. STRATEGY									
Setting overall vision and strategy, culture and values of the Trust	Inform	Determine		Consult/Deliver			Consult	Consult	Inform
Review and challenge progress of the Trust against its strategic objectives and KPIs	Inform	Determine		Deliver					
Admission of new schools to the Trust	Inform	Determine		Deliver					Inform/Consent
2. GOVERNANCE									
Approval of changes to Articles	Determine	Inform							Consent
Appointment of Chair and Vice Chair to the Board	Inform	Determine							
Establishment of high-performing governance structure	Inform	Determine		Consult	Deliver		Inform	Inform	
Reviewing governance structure		Determine		Consult	Deliver		Consult	Consult	
Establishment of committees/portfolios and Chairs		Determine			Deliver				
Changes to Scheme of Delegation	Determine	Deliver		Consult					Inform
Establish governance terms of reference and review annually (Board, committees, LSCs)		Determine		Consult	Deliver				Inform
Training programmes for governors		Consult		Consult	Determine/Deliver		Consult		
Appoint and remove Chairs of LSCs		Determine					Consult		Inform
Organise calendar of Board and LSC meetings		Determine		Inform	Deliver		Inform	Inform	
Appoint and remove Directors (promoting and monitoring diversity)	Determine								
Appoint and remove Foundation Directors (promoting and monitoring diversity)	Determine								Consent
Appoint and remove Company Secretary and Governance Professional		Determine							
Appoint and remove Clerks to LSCs				Consult	Determine/Deliver		Inform	Inform	
Appoint and remove Members	Determine								Consent (Foundation)
Appoint Chairs of Committees		Determine							
Appoint and remove LSC members									
Appoint and remove Foundation LSC members									Approve/Consult
Maintenance of Register of Interests		Determine			Deliver				
Approval of Trust statutory policies not referenced under other sections		Determine		Deliver					
Ensure compliance with Equalities legislation		Determine		Deliver					
3. SCHOOL AND TRUST ORGANISATION									
School times of day and term dates		Inform		Determine	Deliver		Consult	Consult	
Change of School Age Range		Determine		Deliver			Consult	Consult	Consent (Church Schools)
Partnership level logo and branding		Determine		Consult/Deliver			Consult	Consult	
Change name of The Oak Partnership Trust	Determine	Consult		Consult/Deliver			Consult	Consult	Consent
Sign off proposed changes to Academy school level logo, branding and uniform				Inform			Determine	Deliver	Consult (Church Schools)
Setting school uniform policy				Consult			Determine	Deliver	
4. SAFEGUARDING									
Ensure suitable Safeguarding policy and associated procedures are in place in all schools		Determine		Deliver			Inform	Consult	
Monitor the effectiveness of the Safeguarding policy		Determine		Deliver			Inform	Consult	

Setting safeguarding Trust practices (including recruitment)		Determine		Deliver			Inform	Inform	
Receive an Annual Report on the schools' Safeguarding policy and procedures		Determine		Deliver					
Nominating safeguarding governor on each LSC							Determine		
Ensure annual safeguarding audits take place and are appropriately reported to the Board		Determine		Inform				Deliver	
Report on school website compliance		Determine				Inform		Deliver	
Appoint Designated Teacher to oversee support for looked after children							Inform	Determine	
Ensure suitable Whistleblowing policy and associated procedures are in place in all schools		Determine		Deliver			Inform	Consult	
5. ADMISSIONS AND ATTENDANCE									
Agree Admissions Arrangements (policies) in consultation with LSCs, LA and Diocese where applicable		Determine			Deliver		Consult	Inform	Consult
Determine and publish Admissions Arrangements		Determine			Deliver				
Allocation of in year places under PAN								Determine	
Admittance over PAN/refusal of places*		Determine							
Oversee attendance registers								Determine	
Attendance Policy		Determine		Deliver			Inform	Consult	
6. HEALTH & SAFETY									
To agree a Health & Safety Policy and set up arrangements to manage health & safety		Determine		Deliver			Inform	Consult	
Risk monitoring and reporting of health & safety risks to the Board		Determine		Deliver			Inform	Consult	
Critical Incident Plan		Determine		Deliver			Inform	Consult	
Category A Trips (typically low-risk, local, or routine educational visits)								Determine	
Category B Trips (residential, adventurous or foreign travel) NB: Outdoor Education Advisor approval also required							Determine	Deliver	
7. PREMISES & INSURANCE									
Ensure Asbestos, Legionella & Fire Management Plans are in place and compliant			Determine				Inform	Deliver	
Ensure all statutory inspections within all academies are compliant with statutory legislation			Determine	Deliver			Inform		
Ensure effective management and maintenance of the Academies buildings, including the development of an estate strategy		Determine		Deliver			Inform	Consult	
Ensure buildings insurance and liability insurances are in place		Determine		Deliver					Inform
Acquiring and disposing of Trust land		Determine		Deliver					Consent (Church Schools)
Changing use of land assets		Determine		Deliver					Inform (Church Schools)
8. ACCOUNTABILITY									
School lunch - ensure provided to appropriate nutritional standards		Determine		Deliver					
Provision of free school meals to those meeting criteria		Determine						Deliver	

FINANCIAL PERFORMANCE									
	Members	Directors		Executive Team	Gov Prof	SIG	LSC	Headteachers	Diocese
		Full Board	Audit & Risk						
1. STATUTORY REPORTING									
Trust Annual Accounts	Determine	Deliver		Consult					
Response to Auditors' Management Letter		Determine		Deliver					
Appointment/Removal of external auditors	Determine		Deliver	Consult					
Budget Forecast Return		Determine		Deliver					
Other Accounting Returns		Determine		Deliver					
Compliance with ESFA requirements		Determine		Deliver					
2. SYSTEMS OF INTERNAL FINANCIAL & RISK CONTROL									
Funding model across the Trust		Determine		Deliver				Consult	
Financial policies (including investment and procurement)		Determine		Deliver				Inform	
Appoint of Internal Auditors	Determine	Deliver		Consult					
Annual programme of internal scrutiny		Inform	Determine	Deliver					
Maintaining risk register (financial and co-operate)		Inform	Determine	Deliver				Consult	
Establish financial contingency plan with appropriate level of reserves to ensure continued operation in the event of substantial financial loss		Determine		Deliver					
Setting delegated authority limits for financial transactions (finance authorisation levels)		Determine		Deliver				Inform	
3. BUDGET AND MANAGEMENT REPORTING									
Trust Budget - 1 Year Plan	Inform	Determine		Deliver				Consult	
Trust Budget - 3 Year Plan	Inform	Determine		Deliver				Consult	
Trust Budget - Current Year	Inform	Determine		Deliver				Inform	
Schools Budget - Current Year		Determine		Deliver				Consult	
Trust Monthly Management Accounts		Determine		Deliver				Inform	
Pupil Premium strategy and other restricted funds i.e. sports		Determine						Deliver	
Open new bank accounts		Determine		Deliver					
4. FIXED ASSETS									
Asset Register		Determine		Deliver					
Addition and disposal of assets		Determine		Deliver					Inform

EDUCATIONAL PERFORMANCE & STAFF PERFORMANCE MANAGEMENT									
	Members	Directors		Executive Team	Gov Prof	SIG	LSC	Headteachers	Diocese
		Full Board	Audit & Risk						
1. PERFORMANCE & CURRICULUM									
Pupil achievement	Inform	Inform		Determine				Deliver	
School Improvement Plan				Consult		Inform		Determine	
Review progress against School Improvement Plan				Consult		Determine		Deliver	
Ensuring appropriate levels of support, challenge and intervention to support delivery of education outcomes		Determine		Deliver		Consult		Inform	
School SEF evaluation				Consult		Inform		Determine	
School curriculum design including EYFS		Inform		Determine		Inform		Deliver	
Trust curriculum design		Inform		Determine				Consult	
Curriculum delivery		Inform		Determine		Inform		Deliver	

Careers guidance		Inform		Determine		Inform		Deliver	
Relationships, Sex & Health Education and policy		Determine		Deliver			Inform	Consult	
Collective Worship & RE policy		Inform		Inform			Consult	Determine	
Offsite visits policy				Determine				Deliver	
SEND Policy and compliance with Code of Practice		Determine		Deliver			Inform	Consult	
Development and enhancement of Christian distinctiveness/SIAMS	Inform	Inform		Determine			Consult	Deliver	Inform
2. PUPIL DISCIPLINE									
School behaviour principles		Determine		Deliver			Inform	Consult	
School Behaviour policies		Inform					Determine	Deliver	
Exclusions policy		Determine		Deliver			Inform	Consult	
3. STAFF & PAY									
Performance review CEO (Accounting Officer)		Determine							
Appoint CEO		Determine							Consent
Appoint CFO		Determine							
Appoint/performance review Head Teachers		Determine		Deliver			Consult		Consent (Church Schools)
Appoint/performance review staff on leadership scales		Inform		Determine			Consult	Deliver	
Appoint/performance review Executive Team		Determine		Deliver					
Approve staff HR policies (including equality, appraisal, disciplinary, grievance, capability & safer recruitment policies)		Determine		Deliver				Consult	
Monitor appraisal process		Determine		Deliver				Consult	
Approve Pay policy (includes pay levels)		Determine		Deliver					
Teaching and support staff appointments								Determine	
Suspension/Return/Dismiss of CEO		Determine							Inform
Suspension/Return/Dismiss of Executive member of Executive Team		Determine							
Suspension/Return/Dismiss of staff on leadership scales		Inform		Determine					
Approve Trust Executive staff structure		Determine		Deliver					
School staffing structure changes outside budget		Inform		Determine				Consult	
School staffing structure changes within budget		Inform		Consult				Determine	
Staff redeployments		Inform		Determine				Deliver	
Pay scale and range of Academy Heads		Determine		Deliver					
Pay scale and range of Executive Team		Determine							
Approve teacher pay progressions		Inform		Consult				Determine	
Setting Code of Conduct		Determine		Deliver			Inform	Consult	
Setting Terms and Conditions of Employment		Determine		Deliver					
Determine central services structure		Determine		Deliver					

Notes: *Admissions over PAN are determined by the Board of Directors. This decision is delegated to an Admissions Panel, which consists of the Chair and CEO.