

CAMPION SCHOOL

CAMPION ACADEMY TRUST SCHEME OF DELEGATION

The aim of this document is to provide an indication of how the members and trustees at Campion School fulfil their responsibilities to the school. Campion School is established as a single academy trust and is a company limited by guarantee. The memorandum and articles of association is the primary governing document for the trust.

The scheme of delegation is intended to be a working document that will be revised (at least annually) and adapted in response to the context and circumstances of Campion Academy Trust. Its purpose is to ensure clarity about the roles of members, trustees, Principal and committees.

Roles and Responsibilities

Members

The members of the trust are guardians of the governance of the trust and as such have a different status to trustees. Originally, they will have been the signatories to the memorandum of association and will have agreed the trust's first articles of association. The members appoint trustees to ensure that the trust's charitable object is carried out and so must be able to remove trustees if they fail to fulfil their responsibility. Members appoint the trust's auditors and receive the trust's audited annual accounts. Members are also responsible for approving any amendments made to the trust's articles of association.

Trustees

The trust is a charitable company and so trustees are both charity trustees (within the terms of section 177(1) of the Charities Act 2011) and company directors.

The trustees are responsible for the general control and management of the administration of the trust, and in accordance with the provisions set out in the memorandum and articles of association and its funding agreement, it is legally responsible and accountable for all statutory functions, for the performance of the trust, and must approve a written scheme of delegation of financial powers that maintains robust internal control arrangements. In addition it must carry out the three core governance functions:-

- Ensuring clarity of vision, ethos and strategic direction.
- Holding the executive to account for the educational performance of the trust, its pupils and the performance management of staff.
- Overseeing the financial performance of the trust and making sure its money is well spent.

Committees

The trustees have established 1 main committee where the quorum will be 3 trustees. In line with the latest Academy Trust Handbook, the Board of Trustees have a Resources and

Compliance (inc Risk and Audit) committee to which the board delegates financial scrutiny and oversight. This committee is also responsible for making pay decisions in line with the Trust's Pay Policy.

Decisions made will be deemed decisions of the Board of Trustees. The membership and responsibilities of board committees are set out in the committee's terms of reference. The board of trustees will appoint board committee chairs and committee members according to their skills.

Delegation

The delegation to the committee is set out in their terms of reference.

The day to day running of Campion School is delegated to the Headteacher (or any teacher acting as Headteacher in the absence of the substantive post holder).

The powers of the trustees may be delegated to the Chair of the Trust Board (or the Vice-Chair of the Board in the Chair's absence) where the Chair is of the opinion that a delay in exercising the function would be likely to be seriously detrimental to the interests of the school; any pupils at the school, or their parent; or a person who works at the school.

Reviewed: September 2024