

# **Torquay Boys' Grammar School Multi Academy Trust**

## **Responsibilities**

Torquay Boys Grammar School Multi Academy Trust is structured to include a Board of Trustees and a Local Governing body of each school.

### **The Board of Trustees consists of**

The Chair of Both Governing Bodies, the Vice-Chair of both Governing Bodies plus the Chairs of the Torquay Boys' Grammar School Governing Body sub-committees.

### **Responsibilities**

The Board of Trustees will meet a minimum of once per term and have responsibility for:

- Overall performance of both academies within the trust
- Strategic decisions affecting both academies
- Headteacher/Principal appointments
- • Financial Procedures, including the annual consolidated
- accounts for the two academies ☒ Compliance with Company Law
- Any shared policies concerning both academies

Other responsibilities are delegated to the Governing bodies or sub committees of each school according to following matrix of Delegated Powers

<b>Area of Responsibility</b> Key Overall Responsibility = R, Devolved Responsibility = D	<b>Trustees</b>	<b>Local Governin g body</b>	<b>Academy Headteache r / Principal</b>
<b>Strategic Direction and Development</b>			
Ethos, culture and values for the Trust	R		
Vision and mission (Trust)	R		
Vision and mission (Academies)	R	D	
Admission of new Academies	R		
Support and advice for Headteachers / Principals	R	D	
Trust Policies as listed below	R		
Academy Development Plans	R	D	D
Academy Self-Evaluation		R	D
<b>Students</b>			
Curriculum		R	D
Standards & Achievement		R	D
Admissions Policy	R	D	
Recruitment		R	D
Permanent exclusions		R	D
Fixed term exclusions		R	D
Behaviour & wellbeing policy		R	D
Safeguarding Policy	R	D	D
Organisation of Academy day		R	D
Term patterns and dates		R	D
<b>Human Resources</b>			
Recruitment of Headteachers/Principals	R		
Performance management of Headteachers/Principals	R	D	
Recruitment of Academy staff		R	D
Performance Management of Academy staff		R	D
Pay Policy and Pay Awards		R	
General staffing policies		R	
Severance Payments up to £30,000	R	D	
Severance Payments over £30,000	R		
<b>Relationships &amp; Communications</b>			
DfE, national agencies, RSC etc.	R	D	D
Local Authority, partner schools & local press		R	D
Students		R	D
Parents		R	D
Community		R	D
Trade Unions & Professional Associations		R	D
Community activities and partnerships		R	D
LA forums (admissions, SEND, 14-19, behaviour etc.)		R	D
Complaints		R	D
<b>Resources. Finance, premises &amp; assets</b>			
Monitor finances vs. Budgets (inc set budgets)	R	D	
Prepare annual financial reports to DfE etc.	R		
External Audit	R		

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<b>Strategic Direction and Development</b>			
Ethos, culture and values for the Trust	R		
Vision and mission (Trust)	R		
Vision and mission (Academies)	R	D	
Admission of new Academies	R		
Support and advice for Headteachers / Principals	R	D	
Trust Policies as listed below	R		
Academy Development Plans	R	D	D
Academy Self-Evaluation		R	D
<b>Students</b>			
Curriculum		R	D
Standards & Achievement		R	D
Admissions Policy	R	D	
Recruitment		R	D
Permanent exclusions		R	D
Fixed term exclusions		R	D
Behaviour & wellbeing policy		R	D
Safeguarding Policy	R	D	D
Organisation of Academy day		R	D
Trust Policies Financial Management Policy (reviewed annually)		R	D
Term patterns and dates		R	D
Conflict of Interest Policy (below)			
<b>Human Resources</b> must ensure that they manage relationships with connected parties to avoid both real and perceived conflicts of interest.			
Recruitment of Headteachers/Principals	R		
Performance management of Headteachers/Principals	R	D	
Recruitment of Academy staff		R	D
Performance Management of Academy staff		R	D
Pay Policy and Pay Awards		R	
General staffing policies		R	
Severance Payments up to £30,000	R	D	
Severance Payments over £30,000	R		
<b>Relationships &amp; Communications</b>			
DfE, national agencies, RSC etc.	R	D	D
Local Authority, partner schools & local press		R	D
Students		R	D
Parents		R	D
Community		R	D
Trade Unions & Professional Associations		R	D
Community activities and partnerships		R	D
LA forums (admissions, SEND, 14-19, behaviour etc.)		R	D
Complaints		R	D
<b>Resources. Finance, premises &amp; assets</b>			
Monitor finances vs. Budgets (inc set budgets)	R	D	
Prepare annual financial reports to DfE etc.	R		
	R		
External Audit			
	R		
External Audit			
Internal Audit	R	D	