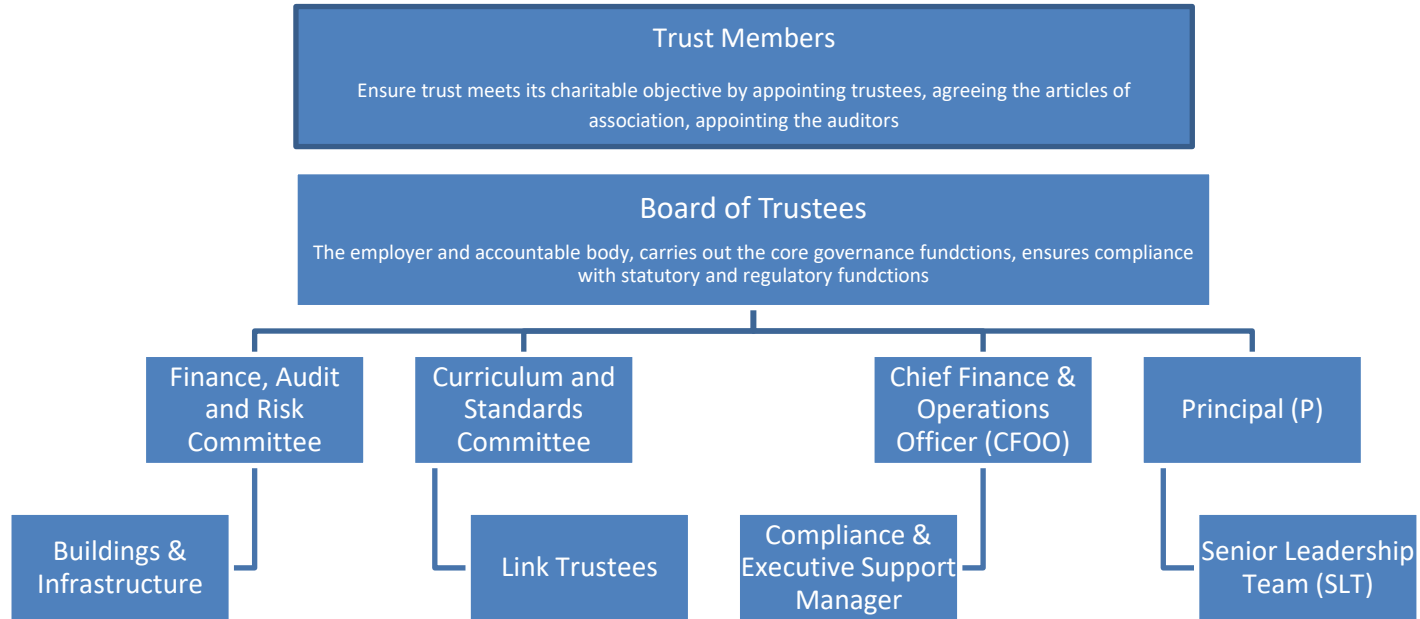


The Oldershaw School

Scheme of Delegation and Support 2021-2022



Delegation and decision making in the Oldershaw School

Reading the grid
X – governance function and decision making is at this level
C – to be consulted prior to the decision being made
Note: Decisions may be delegated by the Board of Trustees to a Board Committee but not to the CFOO or P.

Governance Function		Members	Trustee Board/ Committees	CFOO	P
Governance framework: People	Members: appoint / remove	X			
	Trustees: appoint / remove	X	X		
	Parent Trustees appoint when elected		X		
	Board Committee Chair: appoint / remove		X		
	Named Safeguarding Trustee: appoint / remove		X		
	School Committee Chairs: appoint / remove		X		
	Clerk to the Board: appoint / remove		X		
	Clerk to the committee: appoint / remove		X		
Governance framework: Systems and structures	Articles of Association: review and agree	X	X		
	Governance structure for the trust: establish and agree and annual review		X		
	Committee terms of reference and scheme of delegation: agree and annual review		X		
	Annual schedule of governance business: agree		X		
	Self-review of Trust Board and Committee: complete annually		X		
	Chair's performance: carry out 360 degree review periodically		X		
	Trustee member contributions: review annually		X		

Governance Function		Members	Trustee Board/ Committees	CFOO	P
Governance framework: Reporting	Publish governance arrangements on schools website: maintain		X	C	
	Annual report and accounts including accounting policies, signed statement on regularity, propriety and compliance, incorporating governance statement demonstrating value for money: submit to members and Companies House		X	C	
	ESFA required report and returns submit		X	C	
Being Strategic	Determine Trust policies which reflect the Trust's ethos and values : approve		X		
	Management of risk: establish register, review and monitor		X	C	C
	Engagement with stakeholders: ensure		X	X	X
	Determine Trust's vision, strategy and key priorities: approve		X	C	C
	Chief Finance and Operations Officer		X		C
	Accounting Office: appoint / dismiss		X	C	
	Principal: appoint / dismiss		X		
	Budget plan to support delivery of trust key priorities: agree		X		
Trust staffing structure: agree		X	C	C	

Governance Function		Members	Trustee Board/ Committees	CFOO	P
Holding to account	Ensuring compliance (e.g. safeguarding, H&S, employment): agree auditing and reporting arrangements		X	C	
	Monitoring progress on key priorities: agree reporting arrangements		X	C	C
	Performance management of the Principal		X		
Financial oversight	External auditors: appoint	X		C	
	Chief Finance and Operations Officer: appoint		X		
	Trusts scheme of financial delegation: establish, monitor and review		C	C	
	External auditors' report: receive and respond		X	C	
	CFOO pay award: agree		X		
	Principals pay award: agree		X		
	Staff appraisal procedure and pay progression: review and agree			X	X
	Benchmarking and trust value for money: ensure robustness		X	C	
Monitoring budget: agree reporting		X	C		