

The Park Federation Academy Trust (2016/17)

Division of responsibilities, including the scheme of delegation, between the Board of Directors and the Academy Councils

Academy Council	Board of Directors
<p>Strategic Planning: Joint approval with the Board for the Academy Development Plan</p> <p>Monitoring: Full implementation of the federation vision, values, strategy and statutory policies personalised to the specific needs of each academy Educational offering (in line with the federation educational model) Monitoring and reviewing the implementation of the Academy Development Plan Attainment and progress reports Safeguarding at operational level within the academy Budget management, including monitoring and evaluation Quality of the support services provided by the Central Trust Inclusion provision Statutory compliance and risk management with the support of the Board through the federation's Chief Operating Officer Pupil admissions and marketing Pupil discipline and exclusions</p> <p>Oversee Staff Matters and Performance Management: Consultative body for performance management and performance-related pay (CEO will consult with the Chair of the Academy Council about performance-related pay decisions before the he or she makes recommendations to the Performance and Pay Committee of the Board of Directors).</p>	<p>Governance: Development of core federation vision, values and statutory policies Development of core federation strategy Determining level of delegation to each Academy Council</p> <p>Strategic Management: Recruitment of the Chief Executive Officer Recruitment of the Principals with the active involvement of Academy Councils Recruitment of the Chief Operating Officer Direct performance management of the Chief Executive Officer and oversight of the performance management of Principals, Deputy Principals and the Chief Operating Officer Approval of key performance targets for each academy Joint approval with the Academy Council for the Academy Development Plan and key performance targets Approval of academy budgets Approval of Central Trust Development Plan and key performance targets Development and evaluation of future development opportunities, including new academies and services to other organizations Performance management, including performance-related pay</p>

Academy Council	Board of Directors
<p>Review staffing structure for efficiency and affordability</p> <p>Appointments with the Chief Executive Officer of Deputy and Vice Principals</p> <p>Contribute to and evaluate management systems so that they bring about improved education, safeguarding and care for the pupils</p> <p>Other staff matters (with support from Human Resources (HR) and Chief Operating Officer on staff disciplinary or grievance issues/dismissals where necessary)</p> <p>Help with Relationships and Marketing:</p> <p>Parent, carer and community relations</p> <p>Pupil recruitment</p> <p>Other locally co-ordinated activities, if applicable: admissions forums, governor forums, other groups</p> <p>Academy marketing and public relations (jointly with the Chief Executive Officer and the Chief Operating Officer where required)</p> <p>Establish and Review Policies:</p> <p>Responsibility for non-statutory policies in light of advice and guidance from the Central Trust</p> <p>Review the implementation of non-statutory policies</p> <p>Review the implementation of federation statutory policies</p> <p>Provide feedback to the Board of Directors on the effectiveness of federation statutory policies</p> <p>Possible Standing Committees to deal with:</p> <p>Finance, Personnel and Premises</p> <p>Teaching, Learning and Pupil Welfare</p> <p>Major construction projects</p> <p>Academy expansion</p> <p>Occasional Committees to deal with:</p> <p>Statutory matters: discipline/exclusions/appeals (ad hoc).</p>	<p>Network Management:</p> <p>Monitoring and reviewing the implementation of all statutory policies</p> <p>Financial planning, budgeting and reporting procedures</p> <p>Human Resources</p> <p>Governance advice, guidance and training</p> <p>Statutory compliance and risk management</p> <p>ICT network strategy</p> <p>Estates</p> <p>Public Relations</p> <p>Major procurement policies and decisions</p> <p>Education:</p> <p>Development of the overall federation educational model, including the broad approach to teaching and learning, and the curriculum</p> <p>Support for academy improvement and the implementation of Academy Development Plans</p> <p>Monitoring and reviewing of the performance of the academies</p> <p>Safeguarding at strategic level</p> <p>Other Services to be offered:</p> <p>The Central Trust: Key shared services for federation academies</p> <p>Educational and leadership programmes</p> <p>Consultancy support to schools, academies and organizations outside of the federation.</p>



Governor Handbook

