
































































# Governing Body Scheme of Delegated Authority



## Key:

Level 1:	Full Governing Body
Level 2:	A committee of the Governing Body
Level 3:	The Principal/Headteacher
	Action to be undertaken at this level

No.	Task	Level 1	Level 2	Level 3
<b>Budgets</b>				
1.	Approve budget plan for financial year			
2.	Monitor monthly expenditure			
3.	Establish charging and remissions policy			
4.	Miscellaneous financial decisions (up to £10,000 value - refer Finance Handbook)			
5.	Enter into contracts (up to £10,000)			
6.	Enter into contracts (between £10,000 and £20,000)			
7.	Enter into contracts (over £20,000)			
<b>Staffing</b>				
8.	Principal appointment			
9.	Vice Principal appointments			
10.	Teaching staff appointments			
11.	Non teaching staff appointments			
12.	Pay policy (including discretions)			
13.	Establish disciplinary / capability procedures			
14.	Dismissal of Principal			
15.	Dismissal of other staff			
16.	Suspension of Principal			
17.	Suspension of other staff			
18.	Ending suspension of Principal			
19.	Ending suspension of other staff			
20.	Determining staffing requirements			
21.	Dismissal payments / early retirement			

No.	Task	Level 1	Level 2	Level 3
<b>Curriculum</b>				
22.	Establish and implement Curriculum Policy	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
23.	Approval of Curriculum Policy	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
24.	Responsibility for standards of teaching	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
25.	Decide which subject options will be taught, including activities outside the school day	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
26.	Responsibility for individual child's education	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
27.	Provision of sex education – includes establishing and maintaining an up to date policy	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
28.	To prohibit political indoctrination and ensuring a balanced treatment of political issues	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
29.	Establish a charging and remissions policy	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<b>Performance Management</b>				
30.	Establish performance management policy and review annually	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
31.	Implement performance management policy	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<b>Target Setting</b>				
32.	Set and publish targets for student achievement	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<b>Discipline / Exclusions</b>				
33.	Establish discipline policy	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
34.	Review use of exclusion and decide whether or not to confirm permanent and fixed term exclusions where the student is either excluded for more than 15 days in total in a term or would lose the opportunity to sit a public examination	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
35.	Direct reinstatement of excluded students	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<b>Admissions</b>				
36.	Consult annually before setting an Admissions Policy	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
37.	Admissions: application decisions.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<b>Collective Worship</b>				
38.	Arrangements for collective worship	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<b>Premises &amp; Insurance</b>				
39.	Buildings insurance and personal liability	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
40.	Develop Academy buildings strategy	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
41.	Procure and maintain buildings, including properly funded maintenance plan	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

No.	Task	Level 1	Level 2	Level 3
<b>Health &amp; Safety</b>				
42.	Institute a Health & Safety Policy	●	●	●
43.	Ensure that health & safety regulations are followed	●	●	●
<b>School Organisation</b>				
44.	Set times of Academy day and dates of Academy terms and holidays	●	●	●
45.	Ensure that Academy meets 380 sessions in a school year	●	●	●
46.	Ensure that Academy lunch nutritional standards are met	●	●	●
<b>Information for Parents</b>				
47.	Prepare and publish the Academy prospectus	●	●	●
48.	Ensure provision of free school meals to those students meeting the criteria	●	●	●
49.	Adopt and review home school agreements	●	●	●
<b>GB Procedures</b>				
50.	Appoint (and remove) the chair and vice chair of GB	●	●	●
51.	Appoint (and dismiss) the clerk to the governors	●	●	●
52.	Hold a full GB meeting at least 3 times in an Academy year	●	●	●
53.	Appoint (and remove) community or co-opted governors	●	●	●
54.	Set up Register of Governors' Business Interests	●	●	●
55.	Approve and set up Governors Expenses Scheme	●	●	●
56.	Discharge duties in respect of students with special needs by appointing a "responsible person"	●	●	●
57.	Consider whether or not to delegate functions to individuals or committees	●	●	●
58.	Regulate the GB procedures	●	●	●
<b>Federations</b>				
59.	Consider forming a federation or joining an existing federation	●	●	●
60.	Leave a federation	●	●	●
<b>Extended Schools</b>				
61.	Decide to offer additional activities and what form these should take	●	●	●
62.	Put in place and ensure delivery of services to be provided	●	●	●
63.	Cease providing extended school provision	●	●	●