

NON FINANCIAL SCHEME OF DELEGATION	
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DELEGATED DUTY	DELEGATED AUTHORITY	COMMENT
ADMISSIONS	LAB - AS SELECTED WITH DIRECT CONSULTATION WITH THE BOARD AND THE CHAIR OF THE PREDECESSOR SCHOOL	ALL Academies will follow the Local Authority admissions policy unless school holds own admissions policy.
CAPITAL PROGRAMME	KINGS ACADEMY TRUST BOARD OF DIRECTORS	Proposed capital programmes need to be submitted by 1 July each year with the approval of the LAB, FD, Executive Principal and Board of Directors
HEALTH AND SAFETY	KINGS ACADEMY TRUST BOARD OF DIRECTORS	It is the responsibility of Kings Academy Trust to ensure that health and safety laws are adhered to and the appropriate H & S certificates are in place. The operational compliance of this function will be delegated on a day to day basis to the F & B director and their team.
INCOME GENERATION	LAB	Any income generated belongs to each individual academy for them to invest in the future learning of the pupils and students.
INSURANCE	KINGS ACADEMY TRUST BOARD OF DIRECTORS	Kings Academy Trust - will use its purchasing power to ensure that all academies receive best value.

HR LEVELS OF AUTHORITY:

APPOINTMENTS		
ALL APPOINTMENT PANELS MUST CONTAIN AT LEAST ONE MEMBER WHO HAS UNDERTAKEN SAFER RECRUITMENT TRAINING. THE EXECUTIVE PRINCIPAL MAY NOMINATE AN ALTERNATIVE IN THE EVENT THEY ARE UNAVAILABLE.		

EXECUTIVE PRINCIPAL	TRUST BOARD	
FINANCIAL AND BUSINESS DIRECTOR	BOARD MEMBERS, EXECUTIVE PRINCIPAL	
HEAD OF SCHOOL	BOARD MEMBER, EXECUTIVE PRINCIPAL, CHAIR OR VICE CHAIR OF LAB	
DIRECTOR OF SUBJECTS	EXECUTIVE PRINCIPAL, BOARD MEMBER, CHAIR OR VICE CHAIR OF LAB, MEMBER OF EXECUTIVE MANAGEMENT TEAM	
HEADS OF DEPARTMENTS	HEAD OF SCHOOL, MEMBER OF EXECUTIVE MANAGEMENT TEAM, CHAIR OR VICE CHAIR OF LAB	
ALL OTHER TEACHING POSTS	AS ABOVE	
ALL SUPPORT STAFF POSTS (OTHER THAN SLT AND EXECUTIVE MANAGEMENT TEAM)	2 X MEMBERS OF EXECUTIVE MANAGEMENT TEAM, BUSINESS MANAGER OF INDIVIDUAL SCHOOL, MEMBER OF LAB	

ADDITIONAL PAYMENTS		
EXECUTIVE PRINCIPAL	KINGS ACADEMY TRUST BOARD ON RECOMMENDATION OF PAY COMMITTEE	
HEAD OF SCHOOL	KINGS ACADEMY TRUST BOARD ON RECOMMENDATION OF PAY COMMITTEE	
ANY OTHER MEMBER OF EXECUTIVE MANAGEMENT TEAM	KINGS ACADEMY TRUST BOARD ON RECOMMENDATION OF PAY COMMITTEE	
ALL OTHER ACADEMY STAFF	HEAD OF SCHOOL ON RECOMMENDATION BY EXECUTIVE MANAGEMENT TEAM	

