

Organisational Structure

The Board of Governors normally meets once each term. The Board establishes an overall framework for the governance of the Academy and determines membership, terms of reference and procedures of Committees and other groups. It receives reports including policies from its Committees for ratification. It monitors the activities of the Committees through the minutes of their meetings. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

There are four committees as follows;

- Finance & Audit Committee - this meets at least four times a year and is responsible for:
 - Reviewing the Annual budget for recommending approval to Full Governors
 - Scrutiny of monthly management accounts and any variances to the budget
 - Monitoring latest forecasts for the financial year
 - Approving any plans with significant financial implications
 - Monitoring, evaluating and reviewing policy and performance in relation to financial management.
 - Review and maintenance of the Risk Register and agreeing any work to address these risks
 - Ensuring compliance with all public accountabilities
 - Receiving reports from the Responsible Officer and ensuring action if necessary
 - Appointing external auditors and setting their remuneration
 - Receiving the auditor's report and ensuring their recommendations are actioned
- Quality & Standards Committee - this meets once a term to monitor, evaluate and review Academy policy, practice and performance in relation to:
 - curriculum planning,
 - communications and student voice,
 - target setting and assessment,
 - examinations,
 - teaching effectiveness and
 - all pastoral issues and community link.
- Resource Management Committee – this meets once a term to:
 - review policies and performance affecting members of staff including approving pay proposals, monitoring attendance and turnover and reviewing training and succession planning
 - Monitor Health & Safety and review policies, any incidents, determine action on non-compliances and to inspect facilities.
- Disciplinary Panel – to review behaviour of students referred to the Governors and to approve proposals for permanent exclusions.

The following decisions are reserved to the Board of Governors;

- to consider any proposals for changes to the status or constitution of the Academy and its committee structure,
- to appoint or remove the Chairman and/or Vice Chairman,
- to appoint the Principal and Secretary to the Governors,
- to approve the Annual Development Plan and budget,
- to approve any Partnership/ Sponsorship agreements and monitor outreach work with other schools.

The Governors are responsible for setting general policy, adopting an annual plan and budget, approving the statutory accounts, monitoring the Academy by the use of budgets and other data, and making major decisions about the direction of the Academy, capital expenditure and staff appointments.

The Trustees and Board of Governors have devolved responsibility for day to day management of the Academy to the Principal and Senior Leadership group (SLG). There is a comprehensive statement of Delegated Authorities for this purpose. The SLG comprises:

- The Principal (The Principal is the Accounting officer)
- The Director of Finance & Operations
- 1 Senior Vice Principal
- 2 Vice Principals
- 3 Assistant Vice Principals
- 1 Assistant Principal

The SLG implement the policies laid down by the Governors and report back to them on performance. The SLG controls the Academy at an executive level, implementing the policies laid down by the Governors and managing through a team of Curriculum Leaders.

The Principal delegates responsibility for some spending control to Budget Holders in line with the specified schemes of delegation. The Principal is responsible for the appointment of staff, though appointment panels for SLG members always include a Governor.

Trustees' membership and relevant business interest at 1 January 2016

	Committees	Meetings Attended /possible meetings 2014/15		Date Appointed	Relevant business and pecuniary interests
		FGB	Committees (excl Disciplinary)		
Mr F Rex, Principal	2,3	3/3	3/3	10 December 2012	none
Mr T Downing, Chair of Trustees	1,2,4	3/3	4/6	12 July 2011	None relevant
Mr J Stephenson, Vice Chair of Trustees	1,4	3/3	6/6	12 July 2011	Vice Chair of Ipsley CE RSA Academy
Mrs S Chamberlain-Bates	3	3/3	2/2	9 December 2015	none
Mrs B A Corrigan	2,3,4	3/3	6/6	12 July 2011	None recorded
Mrs S Akram, Staff Trustee	2,3	3/3	3/3	10 December 2013	none
Ms K Jonas	1	2/3	1/1	9 December 2014	None recorded
Mr I T Jamie	3,4	2/3	2/3	27 March 2012	None relevant
Mr D J A MacDaid, RSA Governor	1,4	2/3	3/3	12 July 2011	None relevant
Mr R Marchant	2,4	3/3	2/3	8 July 2014	None relevant
Mr A Noble	2,3,4	2/3	4/4	12 July 2011	Relative employed
Mrs C Black, Co-opted Governor	1,3,4	3/3	3/3	11 December 2012	Relative employed
Mrs N Gater	2,4	3/3	3/3	10 December 2013	none
Mrs S Baker, Staff Trustee	3,4	2/3	3/3	26 March 2013	Relative employed
Mrs K Wright, Staff Trustee	1,2,4	0/0	0/0	8 December 2015	none
Miss M Emms	3,4	0/0	0/0	10 December 2015	None relevant
Mr M Londesborough, RSA Governor	2,4	0/0	0/0	8 December 2015	RSA Employee

Committee key

- 1 Finance & Audit Committee, Chair D MacDaid
- 2 Quality and Standards Committee, Chair T Downing
- 3 Human Resources Committee, Chair A Noble
- 4 Disciplinary Panel, Chair A Noble

All the Trustees listed above are also Governors and Directors of the Company Limited by Guarantee.