

## Version 2

### Falmouth MAT

### Scheme of Delegated Authority (SoDA)

#### Rationale:

Falmouth MAT exists for the benefits of its constituent members. This SoDA outlines the delineation of powers and responsibilities at each level of the MAT.

#### Key

##### Delegation

Responsibility delegated
Consults with/Monitors

##### Definitions

BoD	Board of Directors - includes Diocese representation up to 25% of Board
LGB	Local Governing Body for each school
ET	Executive Team

Falmouth MAT – Decision Making Responsibility Chart

Function		BoD	LGB	ET
<b>Central services</b>	Determine the scope of mandatory core services	Dark Blue		
	Identify services to be procured by individual academies	Light Blue	Dark Blue	
	Ensure value for money		Light Blue	Dark Blue
	Determine annually policies to be adopted	Dark Blue		
<b>Budgets</b>	Determine the proportion of the overall budget to be delegated to MAT schools	Dark Blue		
	Approve Trust budget annually	Dark Blue		
	Propose individual academy budgets	Dark Blue	Light Blue	
	Monitor individual Academy expenditure		Light Blue	Dark Blue
	Establish a MAT Charging and Remissions Policy	Dark Blue		
	Monitor monthly Trust expenditure	Light Blue		Dark Blue
	Appoint MAT Finance Director	Dark Blue		
	Appoint Auditors	Dark Blue		
	Approve single Academy contracts		Dark Blue	
	Approve MAT contracts that affect more than one Academy	Dark Blue		
	Approve Capital spend within Academy within agreed budget		Light Blue	Dark Blue
	Maintain registers of contracts and accounting records			Dark Blue
	Authorise a tender affecting more than one Academy	Dark Blue		
	Implementation of audit advice	Light Blue	Dark Blue	
<b>Staffing</b>	CEO appointment/dismissal/appraisal	Dark Blue		
	EP appointment/dismissal/appraisal	Dark Blue		
	Finance Director appointment/dismissal	Dark Blue		
	Head of School appointment/dismissal	Light Blue	Dark Blue	

Falmouth MAT – Decision Making Responsibility Chart

	Academy staff appointments/dismissals within budget			
	Academy staff appointments/dismissals not within budget			
	Central Trust staff appointments/dismissal			
	MAT Pay Policy approval			
	Academy implementation of MAT Pay Policy			
	MAT Staff Management Policies			
	Academy implementation of MAT Staff Management Policies			
<b>Curriculum</b>	Set and implement a Curriculum Policy for each Academy			
	Set and implement a Curriculum Policy for the MAT			
	Teaching standards across the MAT			
	Teaching standards within each Academy			
	Provide statutory curriculum across the MAT			
	Student outcomes across the MAT			
	Student outcomes for each school in the MAT			
	Ensure statutory care plans are delivered			
	Set and implement a MAT Reporting and Assessment Policy			
	Set and implement Academy Reporting and Assessment Policy			
<b>MAT Improvement</b>	Establish a MAT Improvement Plan			
	Implement a MAT Improvement Plan			
<b>Behaviour, Safety/Welfare</b>	Establish a MAT Student Management Policy			
	Implement MAT student Management Policy			
	MAT Exclusion appeals			
	Establish MAT Attendance/Admissions Policy			

Falmouth MAT – Decision Making Responsibility Chart

	Implement Attendance/Admissions Policy			
	Maintaining behavioural and attendance standards			
	Establish a MAT Safeguarding Policy			
	Implement, monitor and evaluate the Safeguarding Policy in each Academy			
<b>Premises/H&amp;S</b>	All MAT buildings to be suitably safe and secure			
	MAT building strategy in place			
	Accurate inventory in place per Academy			
	Authorising disposal of equipment within agreed limits			
	Establish a MAT H&S Policy			
	Ensuring a MAT central record for staff is maintained appropriately			
	Ensure H&S regulations and policy are followed in each Academy			
<b>BoD/LGB procedures</b>	Appointing LGB Governors			
	Appointing Chairs/Vice Chairs of each Academy			
	Appointing MAT Secretary			
	Ensuring register of interests held for all Governors/Directors			
	Establishing Governor/Director Expenses Policy			
	Ensuring each LBG covers statutory requirements			
	Decide the delegation of functions to Academy schools			
	To consider requests from Schools/Academies to join the MAT			
	Audit the effectiveness of Governance			