

Children of Success Schools Trust - Governance overview

	Head of School	School Community Group	Executive (Executive Head and FDOM)	AOC, F&GP and Pay committees	Trust Board
	(Delivers on school performance and operations)	(Monitors and challenges schools)	(Approves key items and supports schools)	(Monitor academic performance, finance and pay)	(Ultimately accountable and approves all statutory policies and finances)
School improvement and rigorous analysis of data	<ul style="list-style-type: none"> • Implements the school culture and ethos • Demonstrates the vision and values in everyday work and practice • Develops and proposes school priorities and school improvement plan (SIP) • Secures and sustains effective teaching and learning throughout the school and improves teaching quality through performance management, CPD etc • Implements the Trust's curriculum model • Delivers performance as per SIP and school targets and reports to the SCG on progress • Implements strategies that secure high standards of behaviour and attendance • Manages assessment processes • Implements actions identified by AOC 	<ul style="list-style-type: none"> • Supports the Head of School to develop and implement local school culture and ethos • Supports, challenges and then agrees the development of the SIP and the school self evaluation, forming a view on the strengths and weaknesses of the school • Monitors school performance against the SIP by carrying out a rolling review of progress on each area, holding the school leaders to account for this • Receives reports from AOC and ensures that any action required for improvement has been implemented 	<ul style="list-style-type: none"> • Approves <ol style="list-style-type: none"> 1) the school culture and ethos 2) the SIP, including school targets 3) the curriculum model • Supports the school on multiple aspects including implementing the SIP, improving teaching quality, managing assessment processes, monitoring school performance and analysing school data • Ensures that the schools provide a safe, calm, well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their behaviour in school and in the wider community • Ensures that the schools are learning from each other and sharing expertise, ideas and resources. 	<ul style="list-style-type: none"> • AOC receives information at least termly on <ol style="list-style-type: none"> 1) pupil progress and achievement 2) quality and effectiveness of teaching and learning in the target related curriculum (Reading, Writing and Maths) and 3) pupil attendance and considers any actions required for improvement • AOC monitors progress on key issues from Quality Assurance visits and OFSTED visits • AOC provides reports to the Board and the SCGs summarising pupils' achievement and the effectiveness of teaching and learning 	<ul style="list-style-type: none"> • Sets overall vision, values and mission for the Trust • Holds Executive to account on school improvement and all operational areas • Manages and develops the Trust's effectiveness • Manages self reviews

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Financial frameworks, management, accountability and procurement	<ul style="list-style-type: none"> • Works with the FDOM to prepare and propose budget and forecasts for the Executive Head's consideration • Manages the school's financial and human resources to ensure the effectively and efficiently to achieve the School's goals and priorities • Delivers budgets and financial targets • Monitors effectiveness of Pupil Premium spend • Uses and integrates a range of technologies effectively and efficiently to manage the school 	<ul style="list-style-type: none"> • Monitors use of Pupil Premium, assesses its impact and provides an annual report to parents on its use. 	<ul style="list-style-type: none"> • Sets financial policies • Prepares school budgets, forecasts, monthly accounts and annual financial accounts • Supports Heads of School with school finances • Manages procurement, including capital projects • FDOM responsible for IT procurement and strategy for the Trust • Determines strategy for Pupil Premium • Reviews and considers with management the Risk Register and how the identified risks are controlled and monitored 	<ul style="list-style-type: none"> • F&GP reviews and approves internal financial controls, financial policies, budgets, forecasts, monthly accounts, annual financial accounts and capital projects and recommends adoption to the Board • Funding agreement and statutory financial requirements • Fraud, financial crime? and whistleblowers 	<ul style="list-style-type: none"> • Accountable for ensuring financial compliance and sustainability • Approves the annual budget, five year forecasts major capital projects and annual financial statements • Holds FDOM to account on all financial matters • Reviews and approves the Risk Register.
Staffing, pay and performance appraisal	<ul style="list-style-type: none"> • Responsible for all teaching and learning staff, teaching assistants and lunchtime organisers • Develops staffing structure within model set by the Executive Head • In consultation with the Executive Head, appointing high quality staff at all levels to achieve the aims and objectives of the school • Ensures all HR policies and processes are implemented in line with policy 	<ul style="list-style-type: none"> • Reviews the effectiveness of the pupil behaviour policy and carries out statutory duties relating to pupil exclusions • Agrees significant staff restructures 	<ul style="list-style-type: none"> • Sets model for staffing structures in the schools • Supports schools in relation to all HR and recruitment matters • FDOM responsible for recruitment and appraisal of administration and premises staff. • Develops HR policies 	<ul style="list-style-type: none"> • FGPC reviews annually the schools' staffing establishment and recommends adoption to the Board • Pay committee ensures policies are statutorily compliant and reviews relativities of the staffing structure and pay increases to ensure that policies are applied equitably and consistently and proposed increases are within budget 	<ul style="list-style-type: none"> • Approves appointments of Executive Head , FDOM and Heads of School on recommendation from Appointment panel. • Chair and Trust member attend the appraisals of the Executive Head, the FDOM and Heads of Schools

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Communications and community	<ul style="list-style-type: none"> • Creates and maintains an effective partnership with parents and carers to support and improve pupil's achievement and personal development • Collaborates with other agencies in protecting children and providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families • Delivers on school communications strategy and school visual identity 	<ul style="list-style-type: none"> • Supports parent communications and community engagement • Ensures that feedback from pupils, parents and other stakeholders is obtained systematically and acted upon, with the results being feed back to the Board and other parties concerned • Engagement with the school, attendance t school events and acting as ambassadors to community 	<ul style="list-style-type: none"> • Develops strong relationships with parents and other community stakeholders • Develops branding for both the Trust and the schools • Executive Head acts as lead spokesperson, with responsibility for media relations • Creates an outward-facing Trust which works with other schools and organisations to champion - in a climate of mutual challenge - best practice and secure excellent achievements for pupils 		<ul style="list-style-type: none"> • Works collaboratively with stakeholders and partners
Safeguarding, H&S and other compliance	<ul style="list-style-type: none"> • Ensures compliance with statutory obligations and mandatory Trust policies, including safeguarding, H&S, SEN, admissions and exclusions • Responds to all school level complaints 	<ul style="list-style-type: none"> • Monitors school implementation of statutory compliance and risk management • Receives reports from the Trust's safeguarding lead and ensures that any actions identified have been implemented • Receive reports on school discipline • Appoints link governors for SEND and Health & Safety 	<ul style="list-style-type: none"> • Sets statutory and Trust mandatory policies • Supports school as needed, eg safeguarding, H&S, admissions etc • Second response to complaints 	<ul style="list-style-type: none"> • F&GP reviews all statutory and Trust mandatory policies, approves Trust mandatory policies and recommends adoption of statutory policies to the Board 	<ul style="list-style-type: none"> • Accountable for all compliance matters • Approves all statutory policies • The Trust's safeguarding lead ensures policies are statutorily compliant and provides reports to the Board and the SCGs summarising the effectiveness of safeguarding activities and any actions required.