

## **Torquay Boys' Grammar School Multi Academy Trust**

Torquay Boys Grammar School Multi Academy Trust is structured to include a Board of Members, a Board of Trustees and a Local Governing Body of each school.

### **The Board of Members consists of:**

Christine Weston (Chair of Trustees), Christopher Hart and Anne Derbyshire. There can be up to five members.

### **The Board of Trustees consists of:**

Christine Weston (Chair of Trustees), Christopher Linton (Vice-Chair of Trustees), Leonora Critchlow, Vince Flower, James Hunt, Pete Lawrence (Accounting Officer), Robert Lidbetter and James Tucker.

## **Responsibilities**

The Board of Members will meet a minimum of once each year and have responsibility for:

- Appointment and removal of trustees
- Appointment and removal of members
- Appointment and removal of the Trust's auditors
- Amending the Articles of Association

The Board of Trustees will meet a minimum of once per term and have responsibility for:

- Overall performance of all academies within the trust
- Strategic decisions affecting each/(all) academy/(ies)
- Headteacher/Principal appointments
- Financial Procedures, including the monthly and annual consolidated accounts for the all academies
- Compliance with Company Law
- Any shared policies across the academies

Other responsibilities are delegated to the Governing Bodies or sub committees of each school according to the following matrix of Delegated Powers:

Reference should be made to the Financial Management Policy for the MAT which details the authorisation limits for the delegated responsibilities where appropriate.

Area of Responsibility	Trustees	Local Governing body	Academy Headteacher / Principal
<b>Strategic Direction and Development</b>			
Ethos, culture and values for the Trust	R		
Vision and mission (Trust)	R		
Vision and mission (Academies)		R	
Admission of new Academies	R		
Support and advice for Headteachers/ Principals	R	D	
Trust Policies (unless noted below)	R		
Academy Development Plans	R	D	D
Trust Self-Evaluation	R		
Academy Self-Evaluation		R	D
<b>Students</b>			
Curriculum		R	D
Standards & Achievement		R	D
Admissions Policy		R	
Recruitment		R	D
Permanent exclusions		R	D
Fixed term exclusions		R	D
Behaviour & wellbeing policy		R	D
Safeguarding Policy	R	D	D
Organisation of Academy day		R	D
Term patterns and dates		R	D
<b>Human Resources</b>			
Recruitment of Headteachers/Principals	R		
Performance management of Headteachers/Principals	R	D	
Recruitment of Academy staff		R	D
Performance Management of Academy staff		R	D
Pay Policy and Pay Awards		R	
General staffing policies		R	
Severance payments up to £30,000		R	D
Severance payments above £30,000	R	D	
<b>Relationships &amp; Communications</b>			
DfE, national agencies, RSC etc.	R	D	D
Local Authority, partner schools & local press		R	D
Students		R	D
Parents		R	D
Community		R	D
Trade Unions & Professional Associations		R	D
Community activities and partnerships		R	D
LA forums (admissions, SEND, 14-19, behaviour etc.)		R	D
Complaints		R	D

<b>Resources. Finance, premises &amp; assets</b>			
Monitor finances vs. Budgets (inc set budgets)	R	D	
Prepare annual financial reports to DfE etc.	R		
External Audit	R		
Internal Audit	R	D	
Insurances	R		
Income generation		R	D
Consolidated Financial Reporting	R		
Cashflow	R		D
Finance policies and systems	R	Not delegated	
IT strategy, policies and systems		R	D
Premises design, maintenance & policies		R	D
Health & Safety	R	D	D
<b>Governance. Reporting &amp; Compliance</b>			
Appointment & Constitution of Trustees	Members responsible		
Governance structures and delegation	R		
Appointment & Constitution of Governing Body	R	D – to trustees	
Communication between Trustees & Governors	R		
Statutory compliance - Company & Charity Law	R		
Statutory compliance - Education law	R	D	
Statutory compliance - Other	R	D	
Compliance - Funding Agreement	R	D	

Key	
Overall Responsibility	R
Delegated Responsibility	D

# **TBGS MAT Safeguarding Statement**

## **Introduction**

This Trust-wide approach applies to all staff, including the Board of Trustees, paid staff, volunteers, agency staff, students or anyone working for and on behalf of the TBGS Multi Academy Trust. This should be read in conjunction with the individual academy's specific policies.

The TBGS Multi Academy Trust and the Local Governing Boards (LGBs) of all academies take seriously their responsibilities under section 175 of the Education Act 2002 to safeguard and promote the welfare of children and to work together with other agencies to ensure adequate arrangements within our Academies to identify, assess and support those children and young people who are suffering harm.

This document sets out overarching principles that guide our approach to safeguarding and child protection for staff, governors, volunteers, visitors and parents. The Trust fully recognises the contribution it can make to protect children from harm and to support and promote the welfare of all children who are registered pupils in our Academies.

## **Legal Underpinning**

This statement has been developed in accordance with the principles established by:

- The Children's Act 1989
- The Education Act 2002
- The Children's Act 2004
- Keeping Children Safe in Education (KCSiE) (September 2021 edition)
- Working Together to Safeguard Children 2018
- Guidance for Safer Working Practice

## **Responsibilities**

### **Trustees**

All Trustees need to understand their safeguarding duties and should be kept up to date with legislation and regulation. The Trust Board has a legal responsibility to make sure that the Academies have effective safeguarding policies and procedures in place and monitors the implementation of these policies regularly. The Trust Board will do this by:

- Identifying a named Safeguarding lead from the Board of Trustees
- Commissioning independent safeguarding audits of each Academy once per year
- Delegating operational responsibilities to LGBs as defined below
- Receiving and approving this safeguarding statement once per year.

## **Governors**

The LGB of each Academy has appointed a named Safeguarding Governor who has lead responsibility for overseeing and monitoring all safeguarding issues in each Academy.

- The LGB will ensure that the named governor for Safeguarding & Child Protection attends the required training.
- The LGB must approve, at least annually, the Safeguarding Policy.
- The LGB must receive, at least annually, a Safeguarding Report, prepared by the DSL.

# **TBGS MAT Health and Safety Statement**

## **Introduction**

As the employer of staff, TBGS Multi Academy Trust has overall responsibility for the health, safety and welfare of staff and students in the academies.

The Trust recognises that decisions about workplace health and safety should take account of the views and priorities of the local workforce as well as the management. When staff are actively engaged in health and safety, the end result is fewer accidents and less ill-health.

## **Responsibilities**

Whilst the overall responsibility for health and safety lies with the Trust, in accordance with the Scheme of Delegation, the day-to-day responsibility for the health and safety of staff and students in individual academies is delegated to the Local Governing Boards (LGBs), who in turn will delegate specific functions to its staff. Each academy is required to adopt a Health and Safety policy.

The local governing bodies of academies within the Trust are not the employers of staff but play an important role in ensuring performance and will work in close partnership with the principal and senior management team of the academy and relevant staff of the Trust to support good health and safety management.

## **Monitoring**

In order to fulfil its monitoring role Trustees will monitor the health and safety in individual academies via the appropriate LGB minutes. Challenge will be provided where required at Trustee meetings where Trustees have the opportunity to further question the school Principal/Headteacher. If Trustees have an immediate concern they should make contact with the Principal/Headteacher immediately.