

Kenningtons Primary Academy

Scheme of Delegation. 2025 / 2026



This Scheme of Delegation sets out the decision-making powers and responsibilities of the Members, Governing Body, Committees, and the Headteacher. It ensures effective governance, accountability, and compliance with the Academy Trust Handbook, company law, charity law, and education legislation.

Decision / Function	Members	Governing Body	Committees	Headteacher
Governance & Constitution				
Appoint/remove Members	✓	✗	✗	✗
Appoint/remove Trustees	✓	✗	✗	✗
Amend Articles of Association	✓	✗	✗	✗
Appoint/remove Auditors	✓	✗	✗	✗
Strategy & Vision				
Set trust vision, ethos, and strategic direction	✗	✓	✗	Implement
Approve school improvement plan	✗	✓	✗	Draft & implement
Approve policies (Safeguarding, Finance, Pay, Admissions etc.)	✗	✓	Review & recommend	Implement
Educational Standards				
Hold Headteacher to account for pupil outcomes	✗	✓	Recommend/monitor	Deliver outcomes
Monitor safeguarding, SEND, equality	✗	✓	Review detail	Ensure compliance
Finance & Resources				
Approve annual budget	✗	✓	Recommend	Draft & manage
Approve significant contracts (>£50,000)	✗	✓	Recommend	✗
Approve medium contracts (£25,000–£50,000)	✗	✗	✓ Chair of Governors	✗
Day-to-day expenditure (<£25,000)	✗	✗	✗	✓
Monitor budget and financial performance	✗	✓	Resource Committee	Provide reports

Approve staffing structure	✗	✓	Recommend	Implement within structure
Appoint staff	✗	✗	✗	✓ (within structure & budget)
Appoint HT/DHT/AM	✓	✗	✗	✗
Audit & Risk				
Maintain risk register	✗	✓	Resources Committee monitor	Contribute info
Approve internal & external audit	✗	✓	Resources Committee oversee	Support
Accountability & Reporting				
Approve annual accounts	✓	✓	Resources Committee review	Support
Publish annual report & accounts	✗	✓	✗	Support
Report to ESFA, Companies House, Charity Commission	✗	✓	✗	Provide info