

Scheme of Delegation March 2023		MATRIX											Schools			Barr Beacon SCITT			Matrix Head Office					
Delegation of Responsibility		Members	Board of Trustees	Pay Committee	Audit & Risk Committee	Chief Executive Officer (CEO)	Chief Financial & Operating Officer (CFO)	Clerk	Estates and Facilities Manager	Finance Director	Head of ICT Services	Head of HR	Parent Advisory Forum	Head Teacher	Estates	Clerk	Director of Teaching	Estates	Clerk	Chief Financial & Operating Officer (CFO)	Estates and Facilities Manager	Finance Director	Head of ICT Services	Head of HR
1	Appoint Members	Yellow																						
2	Appoint Board of Directors/Trustees	Yellow																						
3	Appoint CEO	Yellow	Red																					
4	Appoint Parent Advisory Forum members		Red																					
5	Appoint Clerk		Red																					
6	Appoint Chief Financial and Operating Officer		Red																					
7	Nominate Lead Trustee for Safeguarding		Red																					
8	Delegate to CEO arrangement for external volunteer panels for pupil discipline committees, with the authority to uphold a pupil exclusion		Red																					
9	Appoint external volunteers for pupil discipline committees					Yellow		Orange																
10	Appoint Audit & Risk Committee		Red																					
11	Staff Appointments		Red			Yellow																		
12	Head Teacher		Red			Yellow																		
13	Deputy Head		Red			Yellow																		
14	Assistant Head/Course Manager		Red			Yellow																		
15	TLRs		Red			Yellow								Purple										
16	Lead Practitioner		Red			Yellow								Purple										
17	Teacher		Red			Yellow								Purple										
18	Support Staff		Red			Yellow	Blue							Purple						Blue				
18	Approve appropriate staffing levels in advance of appointment		Red			Yellow	Blue							Purple						Blue				
19	CEO and CFOO review & Pay Recommendation		Red	Cyan		Yellow																		
20	Headteacher's Performance Management & Pay Recommendations		Red	Cyan		Yellow																		
21	Staff Performance Management & Pay Recommendations		Red	Cyan		Yellow								Purple			Purple			Blue				
22	Approve Annual Salary Reviews		Red	Cyan		Yellow																		
23	Quality of Teaching		Red			Yellow								Purple										
24	Pupil Outcomes		Red			Yellow								Purple										
25	Pupil Attendance		Red			Yellow								Purple										
26	Pupil Disciplinary		Red			Yellow							Green	Purple										
27	Parental Engagement		Red			Yellow							Green	Purple										
28	Monitoring SCITT outcomes		Red			Yellow								Purple			Purple							
29	Pupil Admissions		Red			Yellow								Purple										
30	Organisation of Appeals		Red			Yellow								Purple										
31	Complaints Level 1		Red			Yellow								Purple						Blue				
32	Complaints Level 2		Red			Yellow								Purple						Blue				



