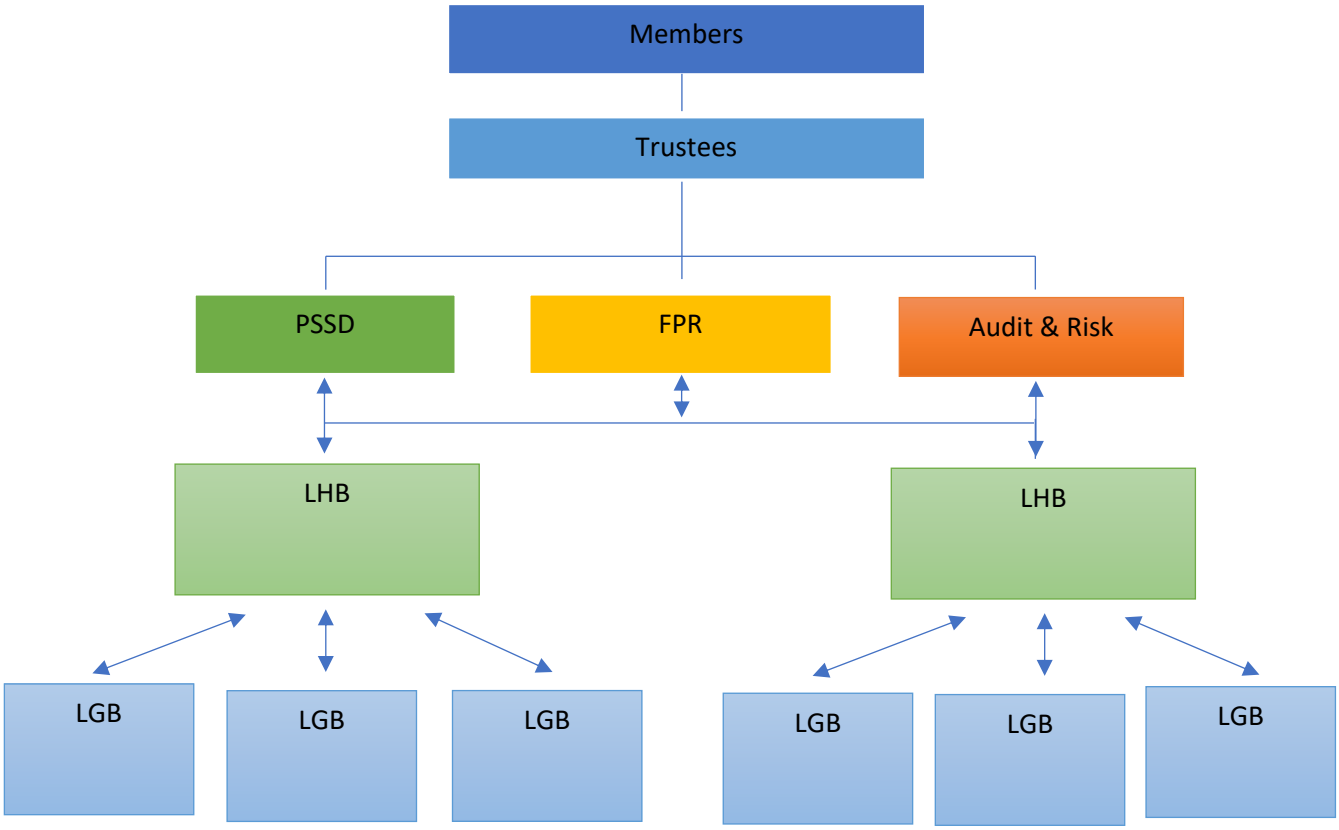
Flying High Partnership

make every day count

Flying High Local Governing Body Overview and Scheme of Delegation



FPR	Finance, People and Resources
LGB	Local Governing Body
LHB	Local Hub Board
PSSD	Pupils, Standards and Strategic Development

Aims of local governance in Flying High

- Support the development of the school in line with the needs of the community.
- Ensure the school reflects and is responsive to the context it serves.

- Support and be advocates for the mission, and cultural expectations of Flying High.
- Ensure equity and transparency in key decisions taken by the school leadership team.
- Monitor and support the wellness of the Head teacher.
- Provide challenge and support to senior leaders, to ensure opportunities for every child are maximised, in line with the Flying High Scheme of Delegation.
- Provide scrutiny and challenge to ensure long term financial sustainability.
- Ensure the school has a culture which enables the safety and wellbeing of every child.
- Support the Head teacher to ensure a meaningful community and parental voice.

Local Governing Body Membership

Local governing bodies should consist of between 6 and 9 governors. This will include the following:

- Chair of Governors
- Vice Chair of Governors
- Two Parent Governors - elected.
- Staff Governor
- Head Teacher - ex officio
- Appointed Governors- where appropriate.

Responsibilities of the Local Governing Body

In line with the Flying High Scheme of Delegation and overview of responsibilities, the LGB will ensure:

- Senior leaders set strategic objectives for the school.
- Governors act as a custodian for Trust the mission, and cultural expectations
- Development of the character, mission, and ethos of the school.
- Compliance of the school in line with all statutory and Flying High obligations.
- Monitoring of a medium-term sustainable school budget, which is responsive to the needs of the school and all children.
- Provision of challenge and scrutiny to enable a balanced budget, in line with Trust KPIs to be recommended for approval, by the Board of Trustees.
- Provision of challenge and support to senior leaders, in line with Flying High's Scheme of Delegation, to enable every child to achieve to their fullest potential.
- The curriculum delivers a range of appropriate experiences, including opportunities responsive to the context and needs of the children.

- Ensure the school estate is safe, fully compliant, with clear plans in place to maintain and continue to develop an environment which is reflective of the school and Trusts vision and values.
- A fair and transparent process, in line with policy to determine admissions to the school(s).
- The school adheres to all statutory processes to enable the safety of every child.
- The school embeds a culture of safeguarding, always recognising personal responsibility for vigilance.
- Involvement in Head teacher appraisal process to ensure targets are set and reviewed, are responsive to the school context and includes the voice of governors.
- A fair and transparent process for appraisal is implemented for all staff, leading to equitable decision making on pay awards.
- A pro-active approach to marketing to support sustainable admissions.
- The school develops a fit for purpose communication mechanism for families and the wider community.
- Families and community voice is represented in appropriate decision making.
- The school has an active and accurate risk register in place.
- The review and approval of school level policies and their implementation.
- The LGB accesses all statutory and developmental training.
- They engage in feedback and an annual review process to ensure that the LGB has the skills and capacity to support the school.

Scheme of Delegation

Accountable The individual/group that has the ultimate or final accountability for ensuring completion of the task. This will include determining how the Trust and/or academies (as appropriate) should undertake the task including determining appropriate milestones and targets to be reported against. **(A)**

Responsible The individual/group that has responsibility for undertaking or completing the task delegated to them and reporting on its delivery at suitable intervals. **(R)**

Challenge & Supports The individual/group who should provide challenge and support to ensure consistency and quality. **(C&S)**

Consulted The individual/group that should be consulted as part of the process of completing the task because they can provide valuable advice/input. **(C)**

Informed The individual/group that should be kept up to date about the progress of the task and/or the decisions in the task. **(I)**

Whilst the Trustees have delegated powers to the local governing body and will hold the local governing body to account for these areas, the Trust recognises that it is ultimately legally responsible and accountable for all statuary areas.

Area	Task	Trustees	CEO	Central Team	Hub	LGB	HT
Strategy	Set strategic objectives and determine the growth of the Trust	**A**	**R**	**C&S**	**I**	**I**	**C**
	Set strategic objectives of the school	**I**	**C&S**	**C&S**		**A**	**R**
	Develop the character, mission & ethos of the Trust	**A**	**R**	**C&S**	**C**	**C**	**C**
	Develop the character, mission & ethos of the school	**I**	**C&S**	**C&S**		**A**	**R**

Scrutiny	Performance- review and challenge progress of the Trust against its strategic objectives and KPIs	**A**	**R**	**C&S**			**I**
	Ethos – operation of the Trust & schools against the agreed character, mission & ethos	**A**	**R**	**R**			**I**
Area	**Task**	**Trustees**	**CEO**	**Central Team**	**Hub**	**LGB**	**HT**
Compliance	Funding agreement – Trust complies with all obligations including the Academies Financial Handbook	**A**	**R**	**R**	**R**	**R**	**R**
	Regulatory – with all regulations affecting the Trust (including all charity law, company law, GDPR, employment law and health & safety)	**A**	**R**	**R**	**R**	**R**	**R**
	Financial oversight in schools – ensuring that there are appropriate financial controls so that there is regularity, probity, and value for money in relation to the management of public funds	**I**	**C&S**	**C&S**	**I**	**A**	**R**
	Completing the register of business interests and put in place a procedure to deal with any conflicts of interest and connected party transactions in the schools	**I**		**C&S**		**A**	**R**
Financial management	Deployment of school funding within schools	**A**	**C&S**	**C&S**	**I**	**C&S**	**R**
	Annual budget setting within KPI parameters	**A**	**C&S**	**C&S**	**I**	**C&S**	**R**
	Maintain an accurate three-year budget forecast within KPI parameters	**A**	**C&S**	**C&S**	**I**	**C&S**	**R**
	Complete monthly budget monitoring	**A**	**C&S**	**C&S**	**I**	**C&S**	**R**
	Deployment of pupil premium	**C**		**C&S**		**A**	**R**
	Deployment of sports funding	**C**		**C&S**		**A**	**R**
	Deployment of SEND funding	**C**		**C&S**		**A**	**R**

School performance	School improvement plan – for each school in line with the strategic priorities of the Trust and the improvement priorities for each school	**A**		**C&S**		**C&S**	**R**
	Setting targets and reviewing the performance of the Trust	**A**	**R**	**R**	**I**	**I**	**C**
	Setting targets and reviewing the performance of each school	**A**	**R**	**R**		**C**	**R**
Area	**Task**	**Trustees**	**CEO**	**Central Team**	**Hub**	**LGB**	**HT**
School Performance (continued)	Quality of teaching – ensuring appropriate levels of support, challenge, and intervention to support delivery of education outcomes	**A**		**C&S**	**I**	**I**	**R**
	Attainment and progress of pupils inc. SEND, pupil premium, G&T, etc	**A**	**C&S**	**C&S**	**I**	**C&S**	**R**
	Develop a high quality, broad and balanced curriculum	**A**	**C&S**	**C&S**	**I**	**C&S**	**R**
	Ensure the curriculum delivers a range of appropriate experiences, responsive to the context and needs of children.			**C&S**		**A**	**R**
Pupil	Attendance – setting targets and reviewing attendance performance	**I**	**I**	**C&S**	**I**	**A**	**R**
	Behaviour – effectiveness of behaviour	**A**		**C&S**	**I**	**I**	**R**
	Exclusions – permanent	**C**	**A**	**C&S**	**I**	**C**	**R**
	Exclusions- fixed term	**I**	**A**	**C&S**	**I**	**C**	**R**
	Admissions	**C**		**C&S**	**I**	**A**	**R**
	Safeguarding	**C**	**C&S**	**C&S**	**I**	**A**	**R**
Staffing	Recruitment of Trust central team	**A**	**R**	**R**			
	Determining the leadership structure for each school	**A**	**R**	**R**		**I**	**R**
	Determining the wider staffing structure for each school	**A**		**R**		**I**	**R**
	Determining the pay bands for new appointments	**A**		**R**			

	Appointment of headteacher	**A**	**R**	**R**		**C**	
	Appointment of senior leaders	**A**		**R**		**C**	**R**
	Appointment of teaching staff (dependent on phase of school)	**A**		**C/R**		**I**	**R**
	Appointment of office manager	**A**		**R**		**I**	**R**
	Appointment of site manager	**A**		**R**		**I**	**R**
	Recruitment and appointment of remaining non-teaching staff	**A**		**C**		**I**	**R**
Area	**Task**	**Trustees**	**CEO**	**Central Team**	**Hub**	**LGB**	**HT**
Staffing (continued)	Professional Learning Programme /Talent Management of Staff	**A**		**R**		**C&S**	**R**
	Oversight of Staff Absence and Retention	**A**		**R**		**C&S**	**R**
	Appraisal of Headteacher	**A**	**R**	**R**		**C**	
	Appraisal of other staff			**C&S**		**A**	**R**
	Appraisal of Trust staff	**A**	**R**	**R**			
	Headteacher pay - pay progression	**A**	**R**			**I**	
	Safeguarding of school staff	**I**	**C&S**	**C&S**		**A**	**R**
	Safeguarding of central team staff	**A**	**R**				
	Dismissal of school staff	**C&S**				**C&S**	**R**
	Dismissal of central team staff	**C&S**	**R**	**R**			
Buildings, premises, and resources	Health and safety in schools	**A**		**C&S**	**I**	**I**	**R**
	Repair and maintenance of schools	**A**		**C&S**	**I**	**I**	**R**
	Ensuring that the school environment reflects the vision and values of the school and the Trust	**A**	**C&S**	**C&S**		**C&S**	**R**
	Marketing to support admissions	**I**	**C&S**	**C&S**	**I**	**A**	**R**

Coms and Marketing	Adherence to Trust policy and procedure relating to marketing, websites, branding and communications (including press releases)	**A**		**C&S**		**C**	**R**
	Communication with families and wider stakeholders			**C&S**		**A**	**R**
	Website compliance			**A**		**C&S**	**R**
	Family and community voice			**C&S**		**A**	**R**
Register	Register of interest - Trust	**A**	**R**	**R**	**I**	**I**	**I**
	Register of interest - Schools	**I**	**I**	**I**		**A**	**R**
	Risk register - Trust	**A**	**R**		**I**	**I**	**I**
	Risk register - Schools	**I**	**I**	**I**		**A**	**R**
Area	**Task**	**Trustees**	**CEO**	**Central Team**	**Hub**	**LGB**	**HT**
Appointments relating to governance	Appointment and removal of Trustees - ensuring Trustees have the skills to run the trust	**A/R** (Members)	**I**	**I**			
	Appointment of Chairs of governors	**I**	**I**	**I**		**A/R**	**C**
	Appointment of remaining governors - ensuring that LGBs have the skills to run the schools	**I**	**C**	**C**	**C**	**A/R**	**C**
	Appointment of clerk- LGB	**I**	**C**	**C**		**A/R**	**C**
	Removal of members of the LGB	**A**	**R**	**R**		**C**	**C**
	Management and effectiveness of local governing bodies	**C&S**	**C&S**	**C&S**	**I**	**A/R**	**C&S**
Policies	Review and approval of trust-wide policies	**A**	**R**	**R**	**I**	**I**	**C**
	Review and approval of school-level policies; implementation of policies		**C**	**C**		**A**	**R**
Training	Training for Trustees	**A/R**	**R**	**C**			
	Training for governors	**I**		**C**	**I**	**A/R**	**C**

Updated 30th July 2026