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TRUST CONTEXT, VISION AND VALUES

The Mead Educational Trust (TMET) is a well-established, respected multi-academy trust. As of January 2023, TMET has 13 schools (eight primary and five secondary, all based in and around Leicester), The Mead Institute of Professional Learning, Leicester and Leicestershire Teaching School Hub and Leicestershire Secondary SCITT (School-Centred Initial Teacher Training) programme. The Trust has several layers of governance: the

The Trust Articles of Association set out the charitable objects of TMET along with its governance composition and overarching procedures. They are on the Trust website.

The Executive Team is comprised of the CEO, CFO and a number of other senior Trust leaders. The Trustees delegate the day-to-day management of the Trust to the CEO, who is also the Accounting

GOVERNANCE	Is authority delegated from the Board?	CEO	Executive Team (ET)	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
STRATEGY					
1.15					

GOVERNANCE	Is authority delegated from the Board?	CEO	Executive Team (ET)	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
ORGANISATION OF TRUST					
1.25 Determine school term dates, length/organisation of school day, age ranges, extended school provision	Yes – (although significant changes must be approved by the Board)		Delegated authority, on recommendation from Principal/AC	Agree with Principal and consult where appropriate	Set in agreement with the AC and ET. Ensure that the school meets for 380 sessions in an academic year.
1.26 Close school (e.g. due to weather, illness, industrial action, site problem)	Yes		Delegated authority		Consult with ET
1.27 School admissions policies and criteria	No The Trust is the Admissions Authority		Provide oversight and support of the implementations of admissions arrangements across the Trust. Manage admissions consultation for school joining the Trust (and of any subsequent changes). Consider impact of proposed changes to a school's admission arrangements.	Agree changes to Admission Policy with Principal.	Ensure compliance with the Admissions Policy. Make arrangements for pupil recruitment and school prospectus. Ensure participation in the Fair Access Protocol.
1.28 Free school meals	Yes				

2. BUDGETS, FINANCE AND RISK

BUDGETS, FINANCE AND RISK	ESFA	Is authority delegated from the Board?	CEO	Executive Team (ET) / CFO	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
STATUTORY REPORTING						
2.1 Approve annual accounts / reports / returns to funding and regulatory bodies		No	Review	Prepare and review for recommendation to CEO and Board. Work with auditors to prepare Annual Accounts and Report.		
2.2 Complete and submit other accounting returns		Yes		Delegated authority		
2.3 Maintain a register of business interests for the Trust		Yes		Delegated authority		Maintain register for school
2.4 Authorised to complete PAYE returns		Yes		Delegated authority		
2.5 Authorised to complete VAT returns		Yes		Delegated authority		
2.6 Appoint the Accounting Officer						

BUDGETS, FINANCE AND RISK	ESFA	Is authority delegated from the Board?	CEO	Executive Team (ET) / CFO	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)

BUDGETS, FINANCE AND RISK	ESFA	Is authority delegated from the Board?	CEO	Executive Team (ET) / CFO	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
				Review opportunities for collaborative procurement.		
2.20 Set the delegated levels of authority for contracts		No		Make recommendations to Board		
2.21 Approve contracts which constitute related party transactions		No				

3. STAFFING & HR

STAFFING AND HR	Is authority delegated from the Board?	CEO	Executive Team (ET) (DoE = Director of Education SD = Schools Director CPO = Chief People Officer)	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
STAFF STRUCTURE					
3.1					

STAFFING AND HR	Is authority delegated from the Board?	CEO	Executive Team (ET) (DoE = Director of Education SD = Schools Director CPO = Chief People Officer)	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
3.10 Approve requests for flexible working, secondment or leave of absence	Yes (but Chair approves CEO requests)				

QUALITY OF EDUCATION, STANDARDS AND CURRICULUM	Is authority delegated from the Board?	CEO	Executive Team (ET) (DoE = Director of Education

7. COMPLAINTS

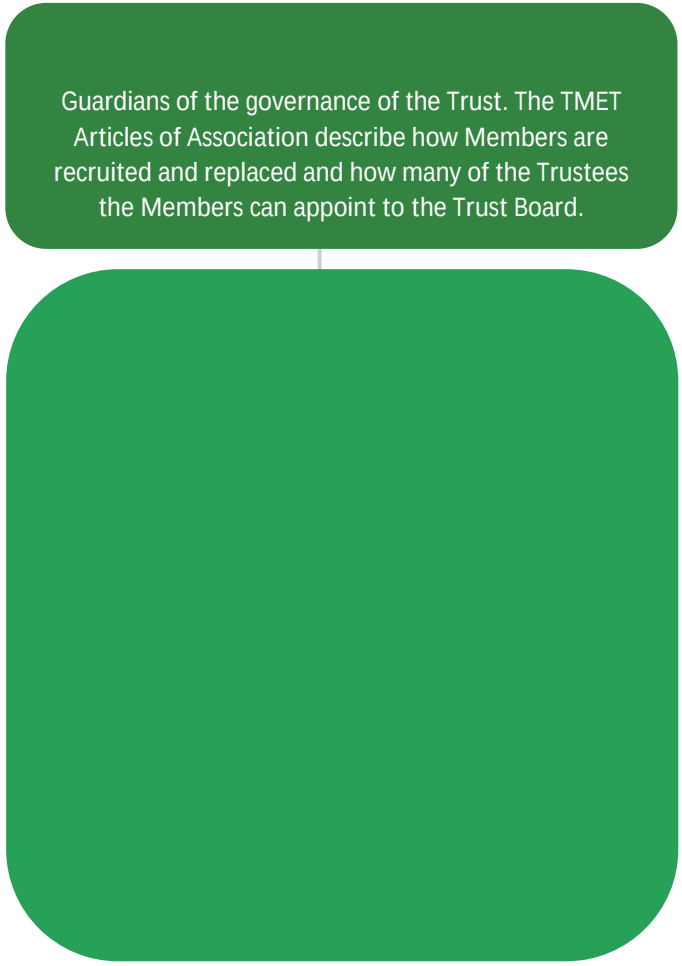
COMPLAINTS	Is authority delegated from the Board?	CEO	Executive Team (ET)	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institut.96

8. HEALTH, SAFETY & ESTATES

HEALTH, SAFETY & ESTATES	Is authority delegated from the Board?	CEO	Executive Team (ET)	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
8.1 Adopt a Trust-wide Health and Safety Policy and ensure adequacy of health and safety practice throughout TMET	No		Develop policy, monitor implementation and oversee health and safety arrangements across the central team, schools and other settings.		Implement policy and health and safety arrangements. Report to ET.
8.2 Critical incident planning	Yes		Delegated authority		

9. INFORMATION MANAGEMENT, COMMUNICATION & MARKETING

INFORMATION MANAGEMENT, COMMUNICATION & MARKETING	Is authority delegated from the Board?	CEO	Executive Team (ET)	Academy Council (AC)	Principal (includes leaders/managers in The Mead Institute and Trust Central Team where appropriate)
INFORMATION MANAGEMENT					
9.1 Adopt and implement a Trust-wide Data Protection Policy and monitor TMET compliance with data protection legislation and regulations.	Yes		Delegated authority Appoint Trust Data Protection Lead (DPL) & external DPO service. Develop and adopt policy and ensure TMET compliance with policy and data protection legislation and regulations. Ensure registration with the ICOW		


Guardians of the governance of the Trust. The TMET Articles of Association describe how Members are recruited and replaced and how many of the Trustees the Members can appoint to the Trust Board.