

Bradford Academy Scheme of Delegation

(Approved by the Board of Trustees on 03rd March 2026)

1. Introduction & Purpose

This Scheme of Delegation sets out how governance functions are distributed within Bradford Academy Trust. It ensures clarity of roles and responsibilities in line with:

- **Articles of Association**
- **Academy Trust Handbook**
- **Funding Agreement**
- **Statutory and regulatory requirements**

The purpose is to:

- Enable effective decision-making.
 - Ensure accountability at all levels.
 - Support compliance with DfE guidance.
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2. Governance Structure

Members

- Hold ultimate responsibility for the Academy Trust.
- Appoint and remove Trustees.

Board of Trustees

- Responsible for strategic oversight, compliance, and financial stewardship.
- Delegates certain functions to committees and the Executive Team.

Committees

- **Finance & Resources Committee** – monitors budgets and financial performance.

Executive Team

- **Executive Principal** – day-to-day educational leadership.
- **Primary Principal** – provides leadership for the primary phase of the Academy.
- **Secondary Principal** – provides leadership for the secondary phase of the Academy.
- **Finance Director** – oversees all financial operations of the Academy Trust.

Local Governing Bodies (LGBs)

- Provide local oversight and community engagement.
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3. Principles of Delegation

- The Board retains ultimate accountability.
 - Delegation does not remove responsibility; all delegated decisions must be reported back.
 - Decisions must comply with statutory guidance and internal policies.
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4. Financial Delegation

- **Board of Trustees** approves annual budget and major capital expenditure.
 - **Finance & Resources Committee** monitors monthly performance and approves major capital expenditure.
 - **Executive Principal** authorised for operational spend up to £20,000.
 - All financial decisions must comply with the **Financial Regulations Policy**.
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5. Reporting & Accountability

- Committees report to the Board after each meeting.
 - CEO provides a termly performance report.
 - LGBs submit local reports to the Executive Principal and Trustees.
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6. Review & Publication

- This Scheme of Delegation will be reviewed annually by the Board.
- A copy will be published on the Bradford Academy website for transparency.