



SPONSORED ACADEMIES

SCHEME OF DELEGATION

Our multi-academy trust

The Victoria Academies Trust Multi-Academy Trust (“the MAT”) is run by an Executive Board and is accountable to the Department for Education (‘the DfE’).

Each Academy has its own Local Governing Body. The Governors who serve on the Local Governing Body are appointed by the Executive Board. They include both parent and staff representatives.

The MAT may serve three types of Academy, namely:

- Sponsored Academies;
- Supported Academies; and
- Supporting Academies.

The way it works

The Executive Board has overall legal responsibility for the operation of the MAT and the Academies within it. However, the Executive Board intends to work in partnership with its family of Academies.

This Scheme of Delegation provides for certain functions to be carried out by one or more of the following:

- the Executive Board; and/or
- the Chief Executive Officer; and/or
- the Headteacher of the Academy; and/or
- the Local Governing Body of the Academy.

Academy categories

When a school converts and joins the MAT it will be allocated to the appropriate Academy category based on:

- its latest Ofsted Inspection Report; and
- the MAT's own assessment of its historical performance and future prospects.

The category allocation is very important because it dictates the following:

- the composition of the Local Governing Body;
- the extent to which responsibilities are delegated to the Academy; and
- the funding arrangements.

Reviewing the Allocation

The category allocation will be linked to the performance of the Academy in relation to:

- the quality of teaching and learning;
- finance; and
- buildings.

The allocation will be reviewed at least once a year. Depending on the outcome of the review an Academy may either stay in its allotted category or be moved to another.

The Executive Board reserves the right to change the category at any time if it believes this to be appropriate in the interests of both the Academy concerned and the wider MAT family.

Governor appointments

The composition of the Local Governing Body follows the category allocated to the Academy:

- Sponsored Academies - the Executive Board appoints all the Governors, other than parent and staff representatives;
- Supported Academies - the majority of the Governors are appointed by the Executive Board; and
- Supporting Academies - the Local Governing Body is appointed on an 'as is' basis to reflect the arrangements in place immediately prior to joining the MAT.

If an Academy improves and is moved to a higher category then it has more say in the composition of its Governing Body. Conversely, if an Academy's performance deteriorates then it may be moved to a lower category with a consequent adjustment to its Governing Body.

Delegated functions

The Scheme of Delegation covers five areas:

- Finance;
- Human Resources;
- Education;
- Asset Management; and
- Strategy.

The MAT has legal responsibilities to the DfE. It is expected to exercise a tight rein over Sponsored Academies in order to secure the required school improvement and this is reflected in the Scheme of Delegation.

More responsibility is passed to Supported Academies to reflect their higher performance. For Supporting Academies it is very much the case of a light-touch approach.

Funding

The funding apportioned to an Academy also reflects the category to which it is allocated.

For a Sponsored Academy, part of its budget will be set aside each year for investment in school improvements. These funds will be used to provide appropriate support and resources for it.

The specific sum ear-marked for school improvements will be determined each year as part of the process for agreeing the Business Plan and budget for the Academy. This will be done on a case by case basis by the Executive Board to enable funds to be stewarded effectively within the MAT family.

Similar principles apply to Supported Academies, though the amount set aside for school improvements will usually be lower.

Supporting Academies will be free to spend their budget as they see fit. In addition, they will also be given the opportunity to bid for school improvement projects to help Academies in the two other categories. They will be paid for this from the school improvement fund.

Working together as a family

In addition to the school improvement programme all Academies within the MAT family will be expected to contribute to one or more of the following:

- development and maintenance of school policies;

- sharing of best practice;
- provision of emergency cover;
- mentoring and coaching of staff; and
- recruitment, training and appraisal of Governors for the Local Governing Bodies.

This Scheme of Delegation was discussed at the first meeting of the Rowley Park Academy Local Governing Body on 16th October 2014 and adopted formally by the Victoria Academies Trust at an Executive Board Meeting held on 10th December 2014.

Supported Academies

FINANCE				
RESPONSIBILITY	Executive Board	CEO	Headteacher	Local Governing Body
<ul style="list-style-type: none"> Business Plan 	<p>The first Business Plan must be agreed by the Executive Board before the Academy converts.</p> <p>The Business Plan will then be reviewed and up-dated once a term, or at such other intervals as the Executive Board may from time to time determine.</p> <p>The Business Plan is to be prepared in such form as the Executive Board may from time to time determine.</p> <p>The Business Plan is to cover</p>	<p>The CEO will carry out a review of the draft Business Plan submitted by the Headteacher.</p> <p>The CEO will then pass the Business Plan (incorporating any amendments, additions or deletions) to the Executive Board for approval.</p>	<p>The Headteacher will have primary responsibility for preparing the draft Business Plan at the appropriate intervals determined by the Executive Board.</p> <p>The Headteacher is to submit the draft to the CEO for review.</p>	<p>The Local Governing Body will be consulted by the Headteacher before the draft is submitted to the CEO.</p>

	<p>three principal areas, namely buildings, finance and school improvement.</p> <p>The Business Plan must also include both:</p> <ul style="list-style-type: none"> • a Cash Flow Plan; and • a Capital Expenditure Plan. 			
<ul style="list-style-type: none"> • Capital Expenditure Approval 	<p>No approval is required for capital expenditure made in accordance with a Business Plan approved previously by the Executive Board and which remains in force.</p> <p>Both the CEO and the Headteacher have discretionary authority in relation to additional capital expenditure up to the limits set out opposite.</p> <p>No further capital expenditure may be incurred without the express written consent of the</p>	<p>The CEO has discretionary authority to approve additional capital expenditure up to £10,000 in a school year (either on one item or in aggregate).</p>	<p>The Headteacher has discretionary authority to incur additional capital expenditure up to £4,000 in a school year (either on one item or in aggregate).</p> <p>This is subject to any restrictions imposed from time to time by the Local Governing Body.</p> <p>Any proposal to spend more than this amount is to be submitted to the CEO for consideration.</p>	<p>The Local Governing Body may from time to time place restrictions on the Headteacher's powers to incur capital expenditure.</p> <p>Any such restriction (and any changes to it) must be recorded in writing and communicated clearly to the Headteacher.</p>

	<p>Executive Board.</p> <p><i>Please refer also to the Asset Management section of this Scheme of Delegation.</i></p>			
<ul style="list-style-type: none"> Revenue Expenditure Approval 	<p>No approval is required for revenue expenditure made in accordance with a Business Plan approved previously by the Executive Board and which remains in force.</p> <p>The CEO has discretionary authority in relation to additional revenue expenditure up to the limit set out opposite.</p> <p>No further revenue expenditure may be incurred without the express written consent of the Executive Board.</p>	<p>The CEO has discretionary authority to approve additional revenue expenditure up to £20,000 in a school year (either on one item or in aggregate).</p>	<p>The Headteacher does not have any discretionary authority to incur additional revenue expenditure outside the Business Plan.</p> <p>Accordingly, if any such additional expenditure is contemplated the Headteacher must contact the CEO.</p>	

<ul style="list-style-type: none"> Reporting and Internal Audit Requirements 	<p>The Executive Board will review the performance of the Academy against its Business Plan and its compliance with internal auditing requirements on an ongoing basis.</p> <p>Such reviews will take place once a term or at such other intervals as the Executive Board may from time to time determine.</p>	<p>The CEO will monitor the monthly finance reports supplied by the Headteacher.</p> <p>The CEO will report to the Executive Board any concerns arising.</p>	<p>The Headteacher is to provide such information and assistance in relation to reporting and internal auditing as the Executive Board may from time to time require.</p> <p>This will include reporting formally to the Executive Board at regular intervals as specified opposite.</p> <p>The Headteacher will also supply to the CEO a monthly finance report in such form as the CEO may from time to time require.</p>	
<ul style="list-style-type: none"> Statutory Audit Procedures 	<p>The Executive Board is responsible for approving the statutory accounts of the MAT.</p>		<p>The Headteacher is to provide such information and assistance in relation to statutory audit procedures as the Executive Board may from time to time require.</p>	

HUMAN RESOURCES

RESPONSIBILITY	Executive Board	CEO	Headteacher	Local Governing Body
<ul style="list-style-type: none"> Headteacher Appointment 	<p>For the avoidance of doubt, all appointments identified under this Human Resources section, whether internal or external, are subject to the same procedures. There is to be no distinction between the two.</p> <p>The Executive Board will make the final decision concerning the appointment of the Headteacher.</p> <p>The Executive Board will take due account of any recommendations made by the Appointment Panel.</p>	<p>The CEO will establish the Appointment Panel and determine the process to be followed.</p> <p>The Appointment Panel will include, if the CEO considers it appropriate, an external advisor or advisors.</p> <p>The CEO will chair the Appointment Panel.</p> <p>Once the Appointment Panel has decided who to recommend for the Headteacher post it is to notify the Executive Board.</p>		<p>The Local Governing Body will provide such support and assistance to the CEO as may be needed from time to time.</p>

<ul style="list-style-type: none"> Headteacher Performance Management and Salary Review 		<p>The CEO will be responsible for the arrangement of the Headteacher's Performance Review and salary review.</p>		<p>The Chair of the Local Governing Body may be asked to participate in the process.</p>
<ul style="list-style-type: none"> Senior Leadership Team 	<p>The Executive Board will make the final decision concerning the filling of any vacancies in the Senior Leadership Team.</p> <p>It will take due account of any recommendations made by the CEO and the Headteacher.</p>	<p>The CEO and the Headteacher will lead jointly on the process for filling any vacancies in the Senior Leadership Team.</p> <p>If there is any dispute between the two the views of the CEO will prevail.</p>	<p>The Headteacher is to notify the CEO as soon as the Headteacher becomes aware of any potential vacancy in the Senior Leadership Team.</p> <p>The Headteacher will then lead the recruitment process jointly with the CEO as set out opposite.</p>	<p>Members of the Local Governing Body may be invited to provide advisory representation on Recruitment Panels.</p>
<ul style="list-style-type: none"> Teacher Appointments 			<p>The Headteacher will lead the process for filling teacher vacancies in conjunction with the Senior Leadership Team and the representative of the Local Governing Body referred to opposite.</p>	<p>The Chair of the Local Governing Body will nominate a representative from amongst its ranks to participate in the teacher appointment process.</p>

<ul style="list-style-type: none"> • Support Appointments 			<p>The Headteacher will lead the process for filling any vacancy in support services in conjunction with the Senior Leadership Team and the representative of the Local Governing Body referred to opposite.</p>	<p>The Chair of the Local Governing Body will nominate a representative from amongst its ranks to participate in the support services appointment process.</p>
<ul style="list-style-type: none"> • External Consultant Appointments 		<p>Decisions concerning the appointment of external consultants will lie with the CEO.</p>	<p>The Headteacher may make recommendations to the CEO.</p>	
<ul style="list-style-type: none"> • Salary Reviews 		<p>The CEO has responsibility for setting salary levels for the two school years after conversion, or such other period as the CEO may from time to time determine.</p> <p>The CEO may also audit the salary review process as the CEO considers appropriate.</p>	<p>The Headteacher is to ensure the Business Plan identifies any proposed salary reviews.</p> <p>The Headteacher will provide such further information and assistance as the CEO may need in order to make a decision concerning the salary review proposals.</p>	

		If the CEO is not satisfied with the process of, or the outcome from, the salary review the CEO may ask the Headteacher to take such remedial action as the CEO considers appropriate.		
<ul style="list-style-type: none"> • Terms of Employment 	<p>Decisions concerning any change to the terms of employment of Academy staff (both teaching and support) will lie with the Executive Board.</p> <p>The Executive Board will consider any representations made by the CEO, the Headteacher and/or the Local Governing Body.</p>	The CEO is to review and comment on any proposals that may involve a change to the terms of employment.	The Headteacher is to be consulted in connection with any proposed change to terms of employment.	The Local Governing Body is to be consulted in connection with any proposed change to terms of employment.
<ul style="list-style-type: none"> • Redundancies 	Decisions concerning the making of any redundancies will lie with the Executive Board.	The CEO is to review any redundancy proposals the CEO may receive from the Headteacher.	The Headteacher is to notify the CEO as soon as possible after becoming aware that one or more redundancies may be necessary.	The Headteacher is to consult the Local Governing Body about any redundancy proposals.

	The Executive Board will consider any representations made by the CEO, the Headteacher and/or the Local Governing Body.	The CEO may initiate a review if the CEO believes there is a need to do so.	The Headteacher will provide such ongoing assistance the CEO may require in considering any redundancy proposals.	The Headteacher is to notify the CEO of any proposed consultation. The CEO may attend and take part in the consultation if the CEO considers this appropriate.
<ul style="list-style-type: none"> Dismissals 	<p>Subject as noted below, decisions concerning dismissal of the Headteacher, any member of the Senior Leadership Team or any other key employee of the Academy will lie with the Executive Board.</p> <p>The Executive Board will consider any representations made by the CEO, the Headteacher and/or the Local Governing Body.</p> <p>In cases of urgency, where it is not possible for the Executive Board to be consulted, the CEO will have authority to</p>	<p>The CEO is to consider any circumstances involving a potential dismissal whether notified to the CEO by the Headteacher or not.</p> <p>Subject as noted below, the CEO is to notify the Executive Board:</p> <ul style="list-style-type: none"> if the employee concerned is the Headteacher, a member of the Senior Leadership Team or any other key employee of the Academy; and the CEO considers dismissal is or may be the 	<p>The Headteacher is to notify the CEO as soon as possible after becoming aware of any circumstances that may merit the dismissal of any employee.</p> <p>The Headteacher will provide such ongoing assistance as the CEO may require in considering whether dismissal is appropriate.</p>	<p>The Local Governing Body is to be consulted about potential dismissal situations except where the CEO considers the urgency of the matter is such that consultation is not appropriate.</p> <p>The Headteacher is to notify the CEO of any proposed consultation.</p> <p>The CEO may attend and take part in the consultation if the CEO considers this appropriate.</p>

	sanction a dismissal	<p>appropriate course of action.</p> <p>In cases of urgency, where it is not possible for the Executive Board to be consulted, the CEO will have authority to sanction a dismissal.</p> <p>In such circumstances the CEO will be expected to take all reasonable steps to consult with and agree the necessary course of action with the Chair of the Executive Board.</p>		
<ul style="list-style-type: none"> Other Disciplinary and Capability Measures 	<p>Subject as noted below, decisions concerning the imposition of a disciplinary and/or capability measure in respect of the Headteacher will lie with the Executive Board, subject as noted below.</p> <p>The Executive Board will consider any representations made by the CEO, the Headteacher and/or the Local</p>	<p>The CEO is to consider any circumstances involving the potential imposition of disciplinary and/or capability measures whether notified to the CEO by the Headteacher or not.</p> <p>Subject as noted below, the CEO is to notify the Executive Board:</p>	<p>The Headteacher is to notify the CEO as soon as possible after becoming aware of any circumstances that may merit the imposition of disciplinary and/or capability measures that fall short of dismissal</p> <p>The Headteacher will provide such ongoing assistance as the CEO may require in considering such</p>	<p>The Local Governing Body is to be consulted about possible disciplinary and/or capability measures except where the CEO considers the urgency of the matter is such that consultation is not appropriate.</p> <p>The Headteacher is to notify the CEO of any proposed</p>

	<p>Governing Body.</p> <p>In cases of urgency, where it is not possible for the Executive Board to be consulted, the CEO will have authority to sanction the imposition of a disciplinary and/or capability measure.</p>	<ul style="list-style-type: none"> • if the employee concerned is the Headteacher, a member of the Senior Leadership Team or any other key employee of the Academy; and • the CEO considers the imposition of a disciplinary or capability measure is or may be the appropriate course of action. <p>In cases of urgency, where it is not possible for the Executive Board to be consulted, the CEO will have authority to sanction the imposition of a disciplinary and/or capability measure.</p> <p>In such circumstances the CEO will be expected to take all reasonable steps to consult with and agree the necessary course of action with the Chair of the Executive Board.</p>	<p>circumstances.</p>	<p>consultation.</p> <p>The CEO may attend and take part in the consultation if the CEO considers this appropriate.</p>
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<ul style="list-style-type: none"> • Safeguarding 		<p>The CEO is to inform the Executive Board of any safeguarding issues or concerns raised in respect of the Headteacher, any member of the Senior Leadership Team or any other key employee of the Academy.</p>	<p>The Headteacher is to ensure the named Safeguarding Officer and the CEO is notified immediately of any safeguarding issues or concerns.</p>	<p>The Headteacher is also to notify the Local Governing Body as soon as reasonably possible of any safeguarding issues or concerns.</p>
<ul style="list-style-type: none"> • Continuous Professional Development ('CPD') 		<p>Any non-budgeted expenditure on CPD over £1,000 in a school year (either on one item or in aggregate) must first be approved in writing by the CEO.</p>	<p>The Headteacher is to include in the draft Business Plan appropriate proposals for CPD.</p> <p>The Headteacher may spend that part of the Academy's budget for CPD in accordance with:</p> <ul style="list-style-type: none"> • the agreed Business Plan; and • any general guidelines from time to time notified by the CEO. 	

			The Headteacher has discretion to spend up to a further £1,000 on CPD in a school year (either on one item or in aggregate).	
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EDUCATION

RESPONSIBILITY	Executive Board	CEO	Headteacher	Local Governing Body
<ul style="list-style-type: none"> School Improvement Programme (including curriculum and standards) 	<p>The Executive Board will approve the draft School Improvement Programme subject to any modifications it wishes to make.</p> <p>The Executive Board will also determine the intervals at which the approved Programme is to be monitored and reviewed.</p>	<p>The CEO is to present the draft School Improvement Programme to the Executive Board.</p> <p>The CEO is to monitor delivery of the School Improvement Programme on a termly basis or at such other intervals as the Executive Board may from time to time determine with resultant intervention if necessary.</p>	<p>The Headteacher is to draw up a draft School Improvement Programme in conjunction with the CEO.</p> <p>The Headteacher is to cooperate with the CEO in the ongoing monitoring of the School Improvement Programme.</p>	<p>The Local Governing Body will receive reports on the School Improvement Programme and is to act on them as required.</p>
<ul style="list-style-type: none"> Academy Hours 	<p>The Executive Board will approve the opening and closing times for Academies</p>			
<ul style="list-style-type: none"> Term Times 	<p>The Executive Board will</p>			

	approve the term times for Academies			
<ul style="list-style-type: none"> Admissions, Exclusions and Appeals Policies 	The Executive Board will approve all such policies and any amendments to them.			
<ul style="list-style-type: none"> Other Academy Policies 	The Executive Board will approve all such policies and any amendments to them.	The CEO will have responsibility for developing any other Academy policies that may from time to time be appropriate.		

ASSET MANAGEMENT

RESPONSIBILITY	Executive Board	CEO	Headteacher	Local Governing Body
<ul style="list-style-type: none"> Negotiation and renegotiation of contracts 		<p>The CEO will work with the Headteacher to finalise the terms of any significant contracts that may have a material impact on the Academy or the wider MAT family.</p>	<p>The Headteacher is to notify the CEO of the Academy's intention to negotiate or renegotiate any external contracts</p> <p>The Headteacher will take such action as the CEO may reasonably require in connection with the negotiations or renegotiations.</p>	
<ul style="list-style-type: none"> Leasing, Services and other Agreements 		<p>The CEO will work with the Headteacher to finalise the terms of any contract, leasing, services or similar agreement.</p>	<p>The Headteacher is to notify the CEO of the Academy's intention to enter into any contract, leasing, services or similar agreement.</p> <p>The Headteacher will take such action as the CEO may</p>	

			reasonably require in connection with the entering into, variation or termination of any such agreement.	
<ul style="list-style-type: none"> Disposal of Assets 	<p>The Executive Board will review any proposals for asset disposals made by the Headteacher.</p> <p>It will take into account any recommendation made by the CEO.</p>	<p>The CEO will review any proposals for asset disposals received from the Headteacher and make a recommendation to the Executive Board.</p>	<p>The Headteacher may deal with any disposals that are either:</p> <ul style="list-style-type: none"> approved in the Business Plan; or relate to assets with a market value of £1,000 (either as one item or in total). <p>The Headteacher is to notify the CEO of any proposed asset disposals that fall outside the above.</p> <p>The Headteacher will take such action as the CEO may reasonably require in connection with any such proposed asset disposal.</p>	

<ul style="list-style-type: none"> • Premises Maintenance Programme 	<p>The Executive Board will review the Premises Maintenance Programme and may decide to:</p> <ul style="list-style-type: none"> • accept it as drawn; or • accept it with such modifications as it believes are appropriate; or • call for the Programme to be revisited and revised before further consideration is given to it. 	<p>The CEO and the Headteacher will work together to prepare and present a Premises Maintenance Programme to the Executive Board.</p>	<p>The Headteacher will provide such assistance as the CEO may require in connection with the preparation and presentation of the Premises Maintenance Programme for the Academy.</p>	
<ul style="list-style-type: none"> • Legal Claims 	<p>The Executive Board may instruct the CEO and/or the Headteacher and/or the Local Governing Body to take such action as it may reasonably require in relation to the defence or prosecution of any</p>	<p>The CEO is to assess the likelihood of the claim or proceedings succeeding and the likely impact on both the Academy and the MAT should this happen.</p>	<p>The Headteacher is to notify the CEO of any actual or potential claims or proceedings affecting the Academy as soon as becoming aware of them.</p>	<p>The Local Governing Body will act on any instructions received from the Executive Board and/or the CEO.</p>

	<p>claim or proceedings.</p>	<p>If the CEO considers the matter sufficiently serious to merit it, the CEO may report the claim or proceedings to the Executive Board.</p> <p>The CEO will act on any instructions received from the Executive Board.</p> <p>Provided this does not conflict with the instructions of the Executive Board, the CEO may instruct the Headteacher and/or Local Governing Body in relation to the appointment of legal advisers and/or the conduct of the claim or proceedings.</p>	<p>The Headteacher will act on any instructions received from the Executive Board and/or the CEO.</p> <p>Other than in cases of utmost necessity, the Headteacher may only appoint legal advisers with the prior written approval of the CEO.</p>	
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STRATEGY

RESPONSIBILITY	Executive Board	CEO	Headteacher	Local Governing Body
<ul style="list-style-type: none"> • Collaborations and Partnering Arrangements 	<p>The Executive Board will review any proposal put to it by the CEO and may:</p> <ul style="list-style-type: none"> • approve the proposal as submitted to it; or • approve the proposal subject to any amendments it considers appropriate; or • reject the proposal. 	<p>The CEO will assess any proposals put forward by the Headteacher.</p> <p>The CEO may decide to:</p> <ul style="list-style-type: none"> • approve the proposal as submitted to the CEO; or • approve the proposal subject to any amendments the CEO considers appropriate; or • reject the proposal; or • refer the proposal to the Executive Board for a decision. 	<p>The Headteacher is to notify the CEO of any proposals to enter into, renew, amend or terminate any collaboration or partnering arrangement.</p> <p>The Headteacher will provide such further information and assistance as the CEO may need in order to make a decision concerning the arrangement.</p>	

<ul style="list-style-type: none"> Expansion of existing facilities 	<p>The Executive Board will review any proposal put to it by the CEO and may:</p> <ul style="list-style-type: none"> approve the proposal as submitted to it; or approve the proposal subject to any amendments it considers appropriate; or reject the proposal. 	<p>The CEO will assess any proposal put forward by the Headteacher.</p> <p>The CEO may decide to:</p> <ul style="list-style-type: none"> approve the proposal as submitted to the CEO; or approve the proposal subject to any amendments the CEO considers appropriate; or reject the proposal; or refer the proposal to the Executive Board for a decision. 	<p>The Headteacher is to notify the CEO of any proposal to expand any existing facilities at the Academy.</p> <p>The Headteacher will provide such further information and assistance as the CEO may need in order to make a decision concerning the proposal.</p>	
<ul style="list-style-type: none"> Taking on new premises 	<p>The Executive Board will review any proposal put to it by the CEO and may:</p>	<p>The CEO will assess any proposal put forward by the Headteacher.</p> <p>The CEO may decide to:</p>	<p>The Headteacher is to notify the CEO of any proposal to take on new premises.</p> <p>The Headteacher will</p>	

	<ul style="list-style-type: none"> • approve the proposal as submitted to it; or • approve the proposal subject to any amendments it considers appropriate; or • reject the proposal. 	<ul style="list-style-type: none"> • approve the proposal as submitted to the CEO; or • approve the proposal subject to any amendments the CEO considers appropriate; or • reject the proposal; or • refer the proposal to the Executive Board for a decision. 	provide such further information and assistance as the CEO may need in order to make a decision concerning the proposal.	
<ul style="list-style-type: none"> • Other major strategic decisions 	<p>The Executive Board will review any proposal put to it by the CEO and may:</p> <ul style="list-style-type: none"> • approve the proposal as submitted to it; or • approve the proposal subject to any amendments it considers 	<p>The CEO will assess any proposal put forward by the Headteacher.</p> <p>The CEO may decide to:</p> <ul style="list-style-type: none"> • approve the proposal as submitted to the CEO; or • approve the proposal subject to any 	<p>The Headteacher is to notify the CEO of any proposal of a major strategic nature.</p> <p>The Headteacher will provide such further information and assistance as the CEO may need in order to make a decision concerning the proposal.</p>	

	<p>appropriate; or</p> <ul style="list-style-type: none">• reject the proposal.	<p>amendments the CEO considers appropriate; or</p> <ul style="list-style-type: none">• reject the proposal; or• refer the proposal to the Executive Board for a decision.		
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