



CREATIVE EDUCATION TRUST SCHEME OF DELEGATION

SUMMARY OF ROLES and RESPONSIBILITIES:

Board of Directors; Academy Council; Head Teacher or Principal; and Executive Team



Functions and Responsibilities of the Parties: (1) Role, Lines of Authority and Reporting between the Parties

Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>The Board of Directors is the overall governing body of Creative Education Trust and all its schools, charged with the strategic direction of the Trust and responsible to the Secretary of State for Education for executing its statutory duties and to Parliament for the proper expenditure of public money</p> <p>Is responsible for all statutory functions but may choose to delegate some</p> <p>Operates under the Trust’s Articles of Association and in accordance with its Master Funding Agreement. Is responsible for strategic leadership of Creative Education Trust, for academic performance, financial management, entering into contracts, stewardship of its buildings and land, and staffing matters including the appointment of the Chief Executive Officer (CEO). Other senior appointments including Head Teachers and Principals are delegated to the CEO</p> <p>Is responsible for the adoption of all statutory policies and approves non-statutory policies through delegation to the CEO</p> <p>Approves the Trust’s Strategic Plan</p> <p>Approves key performance targets and monitoring statistics for each group school through delegation to Education Standards Committee</p> <p>Approves Trust’s annual budget and three- year plan on advice of CEO</p>	<p>The Academy Council (AC) for each school is a sub- committee of the Creative Education Trust Board of Directors. It is accountable to the Board of Directors and is its local presence. It may include representatives from such groups as the school community, parents, the local community and other local organisations and businesses as appropriate</p> <p>Academy Council receives report at each meeting on activities of its school’s Academy Improvement Board (AIB) – the executive accountability body for school improvement - from those of its member(s) who participate</p>	<p>The Head Teacher (primary school) or Principal (secondary school) is accountable to the Board of Directors of Creative Education Trust though the CEO for the effective leadership, educational performance and financial management of the school in accordance with agreed plans, budgets and targets, and with group strategy and policies</p> <p>Reports to Director of Education via line manager who is a senior member of the central education team</p> <p>Has right of direct access to Chair of Academy Council, CEO and Chair of Creative Education Trust Board, as appropriate</p> <p>Responsible for all school-level statutory and non-statutory reporting and compliance matters</p>	<p>The Head Office Executive Team, led by the Chief Executive Officer (CEO), provides professional advice to the Board of Directors on all aspects of group strategy and policies, and on all educational, financial, human resource, estates management and other operational matters across the group. Provides Board with regular updates on wider educational and policy matters</p> <p>Has delegated responsibility from the Board of Directors for the implementation of group strategy and for approving and implementing policies, and for the effective running of Creative Education Trust schools</p> <p>Provides Board of Directors with secretariat and ensures efficient reporting and distribution of papers, as well as timely implementation of its decisions</p> <p>Agrees and monitors school curriculum plans, budgets and performance targets on behalf of the Board of Directors</p> <p>Supports and advises Chief Executive on appointment of Principals/Head Teachers and, where necessary, other senior staff</p> <p>Responsible for all statutory and non-statutory reporting and compliance matters</p> <p>Responsible for data protection and Freedom of Information matters</p>



<p>Appoints Academy Council Chairs and Members, but may choose to delegate to CEO to appoint on its behalf</p> <p>Decides which of its responsibilities will be delegated to the Academy Council; these are set out in the Creative Education Trust Academy Council handbook</p> <p>In some circumstances the Board may choose to delegate oversight responsibilities normally undertaken by the Academy Council <i>pro tem</i> to the Academy Improvement Board (AIB), the executive accountability body for school improvement. In such cases the AIB is authorised to deploy all the powers attributed to ACs</p>	<p>The Academy Council undertakes such duties and responsibilities as are delegated to it from time to time by the Board of Directors. They include (i) supporting Creative Education Trust's plans for the school as set out in the Academy Development & Improvement Plan, Self-Evaluation Form and annual budget; (ii) providing understanding of the local context and the challenge that the local environment presents; (iii) acting as a sounding board for senior leaders, especially the Principal or Head Teacher; (iv) providing regular monitoring of health and safety matters, safeguarding provision, the welfare of looked after children, and provision for children with Special Educational Needs and Disabilities; (v) providing hearing panels for pupil behaviour matters; (vi) building and maintaining positive local perceptions of the school; (vii) building and maintaining relationships with the local and regional business community; (viii) building and maintaining relationships with community partners (e.g. health services, police, social services); and (ix) undertaking local fundraising</p> <p>Chair of AC assists in the recruitment process for Head Teachers and Principals</p>		<p>Establishes hearing panels for complaints and for staff disciplinary matters in accordance with relevant policies</p> <p>Advises and supports Academy Councils to fulfil their local duties and ensures the timely distribution of information</p> <p>Director of Education line manages Principals/Head Teachers but may choose to delegate this on a day-to-day basis to senior members of the Education Team, with regular formal performance reviews taking place through the mechanism of the Academy Improvement Boards (AIBs), which are the principal management tool for school improvement and accountability.</p>
--	--	--	---



	<p>Receives annual Academy Development & Improvement Plan</p> <p>All Chairs of Academy Councils have direct access to the Chair and Chief Executive of Creative Education Trust, and are invited to meet with them formally at least once per academic year</p> <p>Minutes of Academy Council meetings are available to Board of Directors on Governor Hub</p>		
--	--	--	--



Functions and Responsibilities of the Parties: (2) Meetings and Procedures of the Creative Education Trust Board of Directors			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Meets formally at least four times each academic year including twice in the autumn term; decides when and where to meet; elects Chair and Vice-Chair; takes decisions if a quorum is present; may form committees; may delegate responsibilities; determines agenda</p> <p>Quorum is five; each period of office is up to four years, which may be renewed for further periods of up to four years, except CEO whose role is <i>ex officio</i></p> <p>Conducts or commissions annually a review of its effectiveness</p> <p>Board forms appropriate sub-committees to enable it to conduct its business effectively. These are currently Audit & Risk Committee; Finance Committee; Education Standards Committee; People and Remuneration Committee; Estates & Property Committee; Safeguarding Committee. It may choose to co-opt non-Directors to any committee in an advisory but non-voting capacity</p> <p>Reviews the working of any committee of the Board including that of Academy Councils</p>	<p>Chairs of Academy Councils may submit agenda items for consideration by the Board of Directors by prior notification to the Governance & Compliance Manager</p> <p>Chairs of Academy Councils may attend meetings of the Board of Directors as appropriate and by prior invitation from the Chair of the Board</p>	<p>Attends Board meetings by invitation when specific item is to be discussed</p> <p>Is required to submit regular Academy progress reports in a common format to the Academy Council. These are available to the CEO and to the Board of Directors on Governor Hub</p>	<p>Members of Head Office Executive Team may attend meetings of the Board of Directors by invitation in a non-voting capacity, except for the CEO who is a member of the Board with full voting rights</p> <p>Executive Team members (CEO and as delegated) may contribute to the agenda of Board Meetings by invitation and are expected to report at appropriate sub-committee meetings</p>



Functions and Responsibilities of the Parties: (3) Meetings and Procedures of the Academy Council			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Any member of the Board of Directors may attend Academy Council meetings; would normally ask Chair as a courtesy</p>	<p>Academy Council meets formally four times each academic year including twice in autumn term, decides when and where to meet; takes decisions if a quorum is present.</p> <p>Academy Council quorum is three; period of office is three years; maximum service is nine years.</p> <p>Meets as a unitary body. Academy Council may after discussion with the Trust's Head of Governance & Compliance form time-limited 'Task & Finish' groups to undertake a specific task (e.g. a local fundraising campaign)</p> <p>Academy Councils follow the standard agenda determined by the Board of Directors, which includes prescribed standing items for information/discussion (Academic standards, SEND, Admissions, Discipline, Safeguarding, etc.). At the discretion of the chair, further agenda items may be added as appropriate</p> <p>The Chair of the Academy Council may add agenda items to the standing items in accordance with business in hand</p> <p>Minutes are taken using the Creative Education Trust <i>pro-forma</i> and circulated to Members and Head Office</p>	<p>Is ex-officio member of Academy Council, may place items on the agenda</p> <p>Is required to report at each meeting using the Creative Education Trust standard reporting format and where necessary to provide an oral update</p>	<p>Members of Executive Team may attend Academy Council meetings</p> <p>CEO to attend as necessary in order to ensure good communication</p>



	<p>Creative Education Trust pro-formas are also supplied for agenda, Head Teacher's/Principal's report, action points and reports by members</p> <p>Board of Directors appoints Chairs of Academy Councils, and also appoints Members and confirms locally chosen Parent and Academy Council staff Members; would normally do so on the recommendation of the Chair and the Head Teacher/Principal; these powers of appointment may be delegated to the CEO</p> <p>Decisions must be in accordance with the most recent Creative Education Trust policies and with the Academy Council Handbook. Any decision may be subject to review by the Board of Directors</p>		
--	--	--	--



Functions and Responsibilities of the Parties: (4) Curriculum			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Determines via delegation to the Education Standards Committee group policies for schools within Creative Education Trust on</p> <ul style="list-style-type: none"> (i) the curriculum vision and ethos and (ii) sex and relationship education <p>Ensures via delegation to the Education Standards Committee only approved external qualifications and syllabuses are offered</p>	<p>Receives termly monitoring information from Principal/Head Teacher on curriculum, public exam results, value added information, progress towards targets, attendance, behaviour, exclusions, etc.</p>	<p>Is responsible for curriculum direction of the school within the group policies</p> <p>Decides the curriculum policies specific to the school in agreement with Head Office</p> <p>Ensures that Funding Agreement curriculum requirements for Academies are implemented</p> <p>Is responsible for day-to-day decisions about the management and curriculum of the school</p>	<p>Agrees school curriculum policies with Principal/Head Teacher in accordance with group policy</p> <p>Agrees with the Principal/Head Teacher and publishes targets for pupils' performance</p> <p>Receives termly monitoring information from Principal/Head Teacher on curriculum, public exam results, value added information, progress towards targets</p>



Functions and Responsibilities of the Parties: (5) Special Educational Needs and Disability (SEND) and Inclusion			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Determines group policy on SEND and Inclusion for schools within Creative Education Trust on the advice of the Education Standards Committee</p>	<p>Monitors provision for SEND pupils within the agreed policy</p> <p>Monitors compliance with Equality Act 2010 requirements</p> <p>Ensures needs of SEND pupils are given sufficient priority</p>	<p>Agrees and implements SEND and inclusion policy with Head Office which incorporates the principles set out in the group policy</p> <p>Is responsible for ensuring that appropriate curriculum arrangements are in place for each SEND pupil</p> <p>Coordinates with Local Authority about admissions of SEND pupils and about who may need an Education Health Care Plan</p> <p>Completes annual SEND Information Report</p>	<p>Receives from Principal/Head Teacher annual SEND Information Report</p>



Functions and Responsibilities of the Parties: (6) Budget and Management of Finances; Compliance			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Determines the level of funding with DfE/ ESFA and is body of final accountability for spending within budget</p> <p>Sets via delegation to the Finance Committee overall budget parameters for group</p> <p>Approves via delegation to the Finance Committee the final consolidated budget for the schools and central office before submission to DfE/ESFA</p> <p>Approves via delegation to the Finance Committee with advice from the Estates & Property Committee the capital investment priorities and budget for the schools</p> <p>Receives monthly management accounts from the Head Office finance team</p> <p>Agrees final statutory accounts on recommendation of Audit & Risk Committee as required by Companies Act</p> <p>Appoints the Responsible Officer</p> <p>Maintains the Register of Interests for Trust Board members</p>	<p>Receives the annual budget for the school</p> <p>Maintains the Register of Interests for Academy Council</p>	<p>Agrees with the Finance Director or their delegate, the draft budget for the school</p> <p>With the assistance of the Regional Head of Finance:</p> <p>Controls school level expenditure on a line-by-line basis within the agreed budget</p> <p>Ensures academy-level accounts are kept and administered in accordance with Head Office accounting policies</p> <p>Complies with Creative Education Trust accounting requirements for schools</p>	<p>CEO is the Trust's Accounting Officer</p> <p>Finance Director-leads on all other Group finance matters:</p> <p>Finance Director works with the CEO to agree Group Budget</p> <p>Works with local Regional Head of Finance and agrees with Principals/Head Teachers the draft budget for each school</p> <p>Manages the overall implementation of the budget</p> <p>Manages payroll, nominal, purchase and sales ledger</p> <p>Ensures accurate accounts are kept, procedures and systems maintained including internal audit systems</p> <p>Agrees and monitors all contracts for services and purchases; in consultation with DfE when appropriate within DfE guidelines</p> <p>Arranges internal audits. Arranges annual external audit</p>



Functions and Responsibilities of the Parties: (7) Staff			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Appoints, performance manages and sets the remuneration of the CEO via delegation to the People & Remuneration Committee</p> <p>Approves the appointment of Executive Directors and Principals/Headteachers on the advice of appointment panels on which one or more Board members may serve alongside the CEO and other senior staff</p> <p>Approves via delegation to the People & Remuneration Committee group HR strategy</p> <p>As the legal employer of all staff, responsible for ensuring via delegation to the People & Remuneration Committee that HR policies, and terms & conditions of service are in place, and takes responsibility for overseeing staff health and welfare</p> <p>Approves via delegation to the People & Remuneration Committee the annual trust-wide pay award for staff</p>	<p>Chair participates in the appointment process for Principal/Head Teacher of the school</p> <p>When invited, supports the recruitment of senior staff within the school by joining appointment panels or otherwise contributing to the appointment process</p> <p>When invited, may be a panel member in formal panels, hearings or appeals</p>	<p>Appoints all staff in the school within the agreed structure and budget</p> <p>Ensures that all required pre-employment checks take place, the accuracy of the school's Single Central Record, and statutory compliance with safer recruitment training</p> <p>Responsible for reporting key metrics (including recruitment) to Head Office</p> <p>Implements performance appraisal, pay and other HR processes for staff in schools, in conjunction with Head Office where appropriate, ensuring that the group HR policies are fully adhered to</p> <p>May suspend staff in consultation with Head Office HR</p> <p>May chair or be a panel member in formal panels, hearings or appeals</p> <p>Propose, develop and lead on staffing restructures at academy level</p> <p>Liaise with local union representatives</p>	<p>Manages the recruitment of Principals and Headteachers, and supports the Principal/Headteacher by joining appointment panels or otherwise contributing to the appointment process of senior team members</p> <p>Leads the development of group HR policies, procedures and terms & conditions of service</p> <p>Provides the Board of Directors and Principals/Headteachers with professional HR support and advice relating to recruitment, performance management, pay and other aspects of staffing</p> <p>Responsible for performance management and pay reviews of Principals/Headteachers and Head Office team (CEO)</p> <p>Monitors compliance with HR policy, including Safer Recruitment Policy</p> <p>May chair or be a panel member in formal hearings or appeals</p> <p>Undertakes consultations with trade union representatives regarding issues that have group-wide implications</p> <p>Monitors the recruitment, deployment and performance of staff</p>



			<p>Approves decisions on pay relating to performance on the basis of recommendations made by the Principal/Head Teacher</p> <p>May chair or be a panel member in formal panels, hearings or appeals</p>
--	--	--	---

Functions and Responsibilities of the Parties: (8) Professional Development and Training

Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Via delegation to the People & Remuneration Committee approves trust-wide staff development strategy</p>	<p>Receives termly update on training and development through the Principal's Report</p>	<p>Produces and implements the school's staff development strategy in alignment with the group strategy</p> <p>Delivers professional development programmes at school level</p> <p>Reports termly on training and development to Head Office</p> <p>Contributes to trust-wide professional development programmes</p>	<p>Develops trust-wide staff development and initiatives</p> <p>Provides support for professional development, training, induction, talent management and succession planning across the group</p> <p>Takes a lead role in training and development for Principals/Headteachers and SLTs</p>



Functions and Responsibilities of the Parties: (9) Equal Opportunities			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
Approves via delegation to the People & Remuneration Committee group equal opportunities policy. Receives annual report on equal opportunities		Implements equal opportunities policy	Proposes and monitors implementation of equal opportunities policy Advises Board of Directors on school compliance

Functions and Responsibilities of the Parties: (10) Inspection			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
Receives inspection report and may require Principal/Headteacher to attend Creative Education Trust Board to discuss	Receives inspection report	Co-operates with inspection team, providing information and setting up meetings as required Responsible for ensuring academy achieves best reasonable outcome from any inspection	Acts as delegated representative of Board of Directors and CEO during Ofsted inspections; co-operates with inspection team, providing information and meeting as required



Functions and Responsibilities of the Parties: (11) Admissions and Marketing			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Ensures that schools comply with legislation regarding local admissions arrangements</p> <p>Approves group brand identity, and marketing and communications strategies</p>	<p>Receives regular reports on admissions and marketing through Academy Report</p> <p>Supports local marketing and communications efforts in consultation with Principal/Head Teacher and Head Office</p>	<p>Ensures full implementation of the admissions policy</p> <p>Ensures that an admissions register is kept in line with legislation</p> <p>Supervises production of marketing materials within group guidelines and using group templates, supervises local marketing efforts in consultation with Head Office</p> <p>Provides regular reports on admissions and marketing through Academy Report</p>	<p>Coordinates admissions and admissions appeals arrangements across all group schools</p> <p>Provides support - directly or via retained communications advisor – in planning and implementing local marketing strategies, including supplying guidelines and templates for school marketing materials</p> <p>Approves school marketing materials within group guidelines</p>



Functions and Responsibilities of the Parties: (12) Pupil Discipline and Attendance			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Determines group policy on exclusions and attendance</p> <p>Ultimate appeal body within Creative Education Trust</p> <p>Approves material changes to structure of school year and start and finish times of the school day</p>	<p>Receives regular reports on discipline and attendance through Academy Report</p> <p>Hears first appeals against exclusions. Panel members may also include Executive Directors, and Principals and Head Teachers from other CET schools</p> <p>Hears first appeals against pupil discipline cases</p>	<p>Is responsible for overall management and discipline; takes measures to secure good behaviour</p> <p>Ensures full compliance with group behaviour, attendance and exclusions policies</p> <p>Decides in consultation with Head Office and informs parents about starting and finishing times of school sessions</p> <p>Ensures attendance register is kept and that attendance is monitored</p>	<p>Monitors implementation of group behaviour, attendance and exclusions policies</p> <p>Receives half-termly monitoring figures from Principal/Head Teacher on attendance, unauthorised absence and exclusions</p> <p>Reviews and proposes to Board material changes to structure of school year and start and finish times of the school day</p>



Functions and Responsibilities of the Parties: (13) Health & Safety; Management of Risk; Welfare of Pupils and Staff

Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Through the oversight of its Audit & Risk Committee and the Estates & Property Committee has overall responsibility for the group Health & Safety policy, its implementation and monitoring; through its Safeguarding Committee and its People & Remuneration Committee has overall responsibility for welfare and safety of pupils and staff</p> <p>Determines and regularly updates group Risk Assessment Register</p>	<p>Health & Safety is a standing item on every agenda</p> <p>Follows group guidance and templates to monitor Health & Safety</p> <p>Welfare of pupils and staff is reviewed through the Headteacher/Principal report including data on bullying and exclusions of pupils and staff disciplinary action and turnover</p>	<p>Responsible for:</p> <ul style="list-style-type: none"> • Making sure academy is a safe environment; is responsible for the welfare of pupils • Making sure buildings, equipment and materials are safe and no risk to health; keeps land free from litter and refuse • Ensuring Health & Safety policy is implemented and that there is an appropriate mechanism for managing risk • Ensuring that Health & Safety committees or forums meet termly • Implementing Risk Assessment Register 	<p>Through the work of the Director of Estates & Facilities ensures compliance in Risk Assessment; agrees and negotiates insurance policies; ensures all relevant statutory and regulatory requirements relating to Health & Safety and the management of risk are met</p> <p>Through Director of Estates and Facilities provides expert support, training opportunities and regular updates on statutory requirements and best practice to Principals/Headteachers and their teams</p>



Functions and Responsibilities of the Parties: (14) School Building, Furniture and Fittings; Community Use			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Agrees via delegation to the Estates & Property Committee annual maintenance and renewal priorities</p> <p>Determines group community use policy to ensure schools are at the heart of their communities where possible</p>	<p>Receives regular information on quality and state of school building, furniture and fittings through Principal's Report</p>	<p>Produces and implements school community use policy which incorporates the principles set out in group policy</p> <p>Ensures that the fabric of the school, furniture and fittings are kept in good order through work with on-site facilities staff and the central estates team</p>	<p>May enter into agreement allowing shared management of the premises</p> <p>Arranges for the regular inspection of the fabric of the school, furniture and fittings</p> <p>Agrees with the Principal/Head Teacher programmes of minor building work</p> <p>Monitors charging for community use</p>

Functions and Responsibilities of the Parties: (15) Charging for School Activities			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Approves group charging policy</p> <p>Ensures charging policy is consistent with law relating to charges within maintained academies</p>		<p>Implements school charging policy</p>	<p>Prepares charging policy for Board approval</p>



Functions and Responsibilities of the Parties: (16) Management of Complaints			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
Approves group complaints policy	Receives report on complaints at each meeting	Implements complaints policy Reports on complaints at each Academy Council meeting	Proposes and advises on implementation of complaints policy

Functions and Responsibilities of the Parties: (17) Providing Information			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Determines group Data Protection policy in line with Data Protection Act 2018</p> <p>Supplies DfE and Secretary of State with any information asked for including examination and National Curriculum assessment information</p> <p>Monitors via delegation to the Audit & Risk Committee compliance with Data Protection, GDPR and FOI legislation</p>	Receives regular flow of information from Principal/Head Teacher using group reporting formats	<p>Responsible for ensuring school compliance with Data Protection policy, GDPR and FOI legislation</p> <p>Provides Academy Council with regular reports in group format and additional information as required</p> <p>Supplies appropriate information to parents and prospective parents</p> <p>Reports regularly and frequently to parents on their child's educational achievements including at least one annual written report</p> <p>Provides school leavers with report on achievements</p> <p>Keeps pupils' educational records and allows access in line with regulations</p>	Responsible for overseeing Subject Access Requests and FOI requests in compliance with most recent legislation



Functions and Responsibilities of the Parties: (18) Safeguarding			
Board of Directors	Academy Council	Principal/Head Teacher	Executive Team (Head Office)
<p>Through the oversight of its Safeguarding Committee has overall responsibility for the group Child protection policy, its implementation and monitoring</p> <p>Receives assurances through the reporting of the Safeguarding Committee that each school has regard to guidance issued by the Secretary of State</p>	<p>Safeguarding is a standing item on every agenda</p> <p>Follows group guidance and templates to monitor safeguarding</p> <p>Appoints a member to have local oversight of safeguarding, who completes checks in line with group guidance and reports back to the Academy Council</p>	<p>Responsible for:</p> <ul style="list-style-type: none"> • Implementing the Child protection policy • Adhering to all statutory and group safeguarding requirements • Making sure all pupils are properly safeguarded • Appointing a Designated Safeguarding Lead and ensuring they are properly supported to carry out their duties • Ensuring that the school meets its statutory requirements to appoint staff into statutory roles • Ensures that the school has regard to any guidance issued by the Secretary of State. 	<p>Through the work of the Director of Quality Assurance and the Director of Safeguarding, who are the executives responsible for leadership of safeguarding across the Trust, ensures all relevant statutory and regulatory requirements relating to safeguarding are met, including the statutory maintenance of the Single Central Record. Director of Safeguarding reports regularly to the Safeguarding Committee</p>