

AURORA ACADEMIES TRUST

Policy Title:	Appointment Procedures
Policy Reference:	AAT AP - Exp May 2018
Function:	For Information and Guidance/ <u>Statutory</u>
Audience:	Prospective Parents, Trustees, Governors, Executive Headteachers, Head, Teachers, Support Staff, as necessary
Ownership/ Implementation:	The Trustees/LAB Governing Body (as required) have overall responsibility for ensuring that this policy is implemented
Version:	001
Approved by Trust Board:	May 2016
Next Date for Review:	February 2018



Appointment Procedures

- A Recruitment Panel selected from the membership of the AAT board is responsible for the appointment of the Chief Executive.
- For schools based staff: appointment decisions are the responsibility of the AAT board. For the majority of posts, this responsibility is delegated to the school's Executive Headteacher/Head Teacher/Head of School and/or senior staff.
- For Head Teacher and Deputy Head Teacher posts, the responsibility for recruitment and selection is delegated to the Chief Executive Officer, Executive Headteacher and members of the AAT board. They are required to shortlist and interview candidates and make a recommendation to the AAT board who make the final appointment decision.

AET/AAT Governance and Local Academy Boards

Governance i.e. composition of the trustee board and the governing body:
Pansophic Learning UK's charitable body: Aurora Education Trust (AET) sponsors Aurora Academies Trust (AAT).

AET has a board of directors or trustees comprising 3 members from Pansophic Learning and 2 non Pansophic members.

AET appoints the majority of members on the AAT board.

Local Academy Boards consist of:

- Two parent governors
- The headteacher or head of school
- One staff governor
- Other appointed co-opted governors.



The role of the Local Academy Board is to act as the academy's "Critical Friend". It will devote itself to the pursuits of continual improvement of the academy's educational outcomes. Whilst it will still retain a local oversight of budget and other management issues, legal responsibilities for financial accountability and HR, rest with AET and AAT.

There will be representatives of the LAB s on the AAT board.

Roles of the members of the Local Academy Board

The fundamental roles and responsibilities of every Board member are the same:

- Support the academy's mission, purpose and activities
- Oversee the academy's organizational structures and systems
- Monitor academic and financial performance
- Provide effective strategic planning
- Cultivate relationships with the community
- Ensure ethical integrity and accountability.

Local Academy Board Structure

It will be for each Board to decide upon its structure but the following are suggested as standard requirements for each academy:

- A Full Board Meeting to be held each term
- Sub-Committees and Working Parties to be agreed and remits established
(Note: It is not the intention to simply replicate existing structures of traditional governing bodies, although, say, establishing a Learning and Teaching Committee would be seen as good practice)
- One member to be given the remit as SEN and Safeguarding Officer
- One member to be given the remit as Pupil Premium Officer
- Any Pupil or Staff Disciplinary Committees to be set up as and when necessary and to consist of 3 members, with a further panel of 3 different members being formed in the case of any appeal.



Appointments of the members of each Local Academy Board

AAT will interview and appoint the Chair of each Board. The parent and staff members should be appointed following an open and transparent election process amongst the appropriate constituents (e.g. parents vote for their own representatives etc).

The CEO of AAT and the Chair of each Board will discuss existing and potential membership at a local level.

