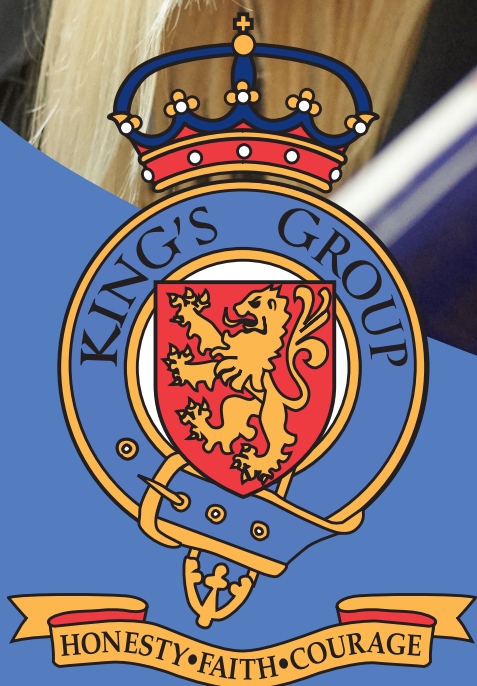


# King's Group *Academies*

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# Aim of Agreement

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The aim of this agreement is to ensure all schools in King's Group Academies (KGA), and those seeking to join, have clarity about the mission and purpose of King's Group Academies, and the relationship between the Trust and its Board, and local communities.

## **King's Group Academies: Opportunity and Success on a Global Stage**

The King's Group Academies' mission is to equip all pupils with the confidence, knowledge, skills and values that will enable them to thrive in the modern world.

Built on strong British traditions of respect, fairness and tolerance, our Academies strive for academic excellence, enriched with opportunities for personal development and success.

Our vision is to create a global community of pupils and staff; broadening horizons, fostering understanding and raising aspirations by connecting our Academies with other King's Group schools across the world.

### **Every King's Group Academy pupil will have:**

- Our confidence in their ability to achieve their maximum potential, irrespective of their background or starting point.
- Participation (with their parents) - in shaping their education.
- The opportunity to learn a language and interact with fellow King's Group pupils internationally.
- A broad, challenging and engaging curriculum encouraging learning through discovery, especially through innovative use of technology.
- Teachers and school staff who are passionate about their success.

### **To achieve this, we strive:**

- To build a positive partnership with parents, expecting them to hold us to account while providing support and prompting our continuous improvement.
- To foster strong local relationships with other schools, universities, colleges and employers to pave the way for our pupils to progress.
- To create a learning environment for staff as well as pupils, where every member of the team is a stakeholder with opportunities for both professional and career development and national and international collaboration to learn and improve.

We take inspiration from Britain's long history of scholarly endeavor and the beliefs, culture and values that have formed the backbone of our society for centuries.

# Vision into Action

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Kings' Group Academies believes it can add value to all schools through its rigorous approach to continuous school improvement, expert financial management and commitment to shared leadership. KGA ensures that headteachers have the maximum time and space to focus on teaching and learning. More detail on our Trust may be found [here](#).

As a small Trust, KGA can offer all Heads a stake in the leadership of the organisation - contributing to a Headteacher Board advising the Trustees on key strategic issues.

We bring an international dimension through our membership of King's Group. Already this has seen student leaders in KGA schools working on whole school policy with students in Spain; sharing of CPD at all levels; and the development of sixth form scholarships from 11-16 KGA schools in England to those in Spain.

Work with potential or new joiners might include the following review activities, aimed at releasing resources to support an ever greater focus on learning:

- An examination of the curriculum to ensure the school can offer the fullest possible opportunities to its pupils whilst securing its position in national performance tables and with Ofsted.
- Aligning staffing and support structures and thereby costs, to any curriculum review
- The consequent re-building of school budgets, taking advice from the headteacher and local governing body, returning savings to individual schools not the centre.
- Brokering school-to-school support where necessary, including identifying where a new joiner may add value itself to existing members, enabling additional stretch, challenge and opportunities for staff.
- An assessment of estate needs and supporting bids for external funding to improve the environment in which learning takes place.

Taken together, then, we offer a simple set of propositions as to how we will add value to your school and the community it serves:

## **School Improvement**

- Headteacher-led.
- Access to outstanding, experienced and analytical school leaders.
- An expectation that all schools will become outstanding, and that our role is to support staff in that journey through incremental change.
- High quality CPD and succession planning.
- Support for governing bodies in developing their role further.

## **Financial know-how**

- Trusted partner of Education and Schools Funding Agency, and the DfE.
- Expert in ensuring finance follows the curriculum giving a shared infrastructure.
- Strong track record: KGA won £1.2m of competitive external capital bids last year alone.

## **An exciting place to work and study, for staff and students alike**

- High quality support at all stages of career.
- International collaboration, both for CPD and for our students.
- Strong links into the community through empowered local governing bodies.
- All schools have an equal voice within KGA, and staff and students in their schools.



# Governance

## Governance, including Local Governing Bodies

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The Trust Board, chaired by Sir Roger Fry, the founder of King's Group, is made up of leading experts in fields essential to the running and development of the MAT, including finance, HR, property, marketing and international collaboration as well as education. Both as a group and as individuals, the Trustees offer significant support to our schools. We believe that standards, safeguarding and stakeholder engagement along with financial monitoring are best managed locally and these responsibilities are fully delegated. Additional information on local governing bodies may be found on the KGA website. A small group of Members, in effect the owners of the Trust, are responsible for appointing Trustees and overseeing the work of the MAT.

### **Local Governing Bodies**

Local governing bodies hold the powers given in the scheme of delegation which can be found on the website: this includes financial monitoring. Chairs of Governors will be brought together on a regular basis to share in policy development and to ensure the Board of Trustees is informed of local issues.

### **Headteacher Board**

Just as headteachers advise their local governing body a headteacher board advises the chief executive and the Board of Trustees. This group, which meets at least once per term, advises on all matters of policy including growth.

### **Financial Arrangements**

KGA will provide financial services centrally to schools but expect to be held to account for that provision by Local Governing Bodies. KGA is not required to have an audit committee. However, to ensure transparency, the Finance Committee will act as a Finance and Audit Committee and publish its agendas and minutes.

KGA will negotiate and agree, on behalf of its members, contracts for a range of services, including HR, Legal Support and Payroll. However, these will be paid for by individual schools less a contribution from the Group. Savings accruing from these contracts will be within school budgets and therefore not taken centrally.

The cost of the central team will be shared equitably among schools within the Multi-Academy Trust and be reflective of local funding arrangements. This will typically be through a contribution of 5% of the school budget less any allowances agreed with the school. In the first year of membership, the contribution may be set differently depending on the circumstances of the school. Typically, this will be built from the assumption of a nil contribution and the new joiner invoiced for individual services.

Invoiced services will always include a share of central administration costs, including staffing and other related overheads, as well as charged-for services provided directly to the school such as work on school improvement. This work will be costed in half day units with a charge of £600 per day based on the recommended rate to National Leaders of Education.

### **How charges will be levied**

The Trust will provide the projected costs for each financial year in line with budget preparation timescales and they will be shown transparently in school budgets.

# Key People (England)

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<b>Name</b>	<b>Role</b>
Terry Parkin*	Chief Executive Officer, KGA
Sue Collins*	Director of Finance and Corporate Affairs, KGA
Dianne Smith	Director, Secondary and East Sussex lead
Richard Hunter	Director, Primary and Portsmouth lead

\*Salaried Staff

In addition, we have agreements with a wide range of experts we can deploy rapidly in school in response to identified needs. KGA staff tend to be deployed in such a way as to both ensure we meet all external reporting requirements but also to free-up headteachers to focus on pupil outcomes, for example, by providing high quality financial and estates advice.

<b>Position</b>	<b>How we add value</b>
Chief Executive Officer	<ul style="list-style-type: none"><li>• Form and facilitate senior leadership team made up of HTs of each school in the Trust.</li><li>• Develop a business plan and/or an annual development plan for the Trust reflecting the needs of schools.</li><li>• Ensure the Trustees meet all statutory reporting requirements to the Regional Schools Commissioners and through them to Parliament</li><li>• Regional liaison with the Education and Schools Funding Agency (ESFA), Charities Commission, Department for Education (DfE), Regional Schools Commissioner (RSC) and Local Authorities.</li><li>• Propose such committees as are necessary for the good governance of the Trust including a finance and audit committee, a standards and education committee and a headteacher board.</li><li>• Recommend local school budgets with guidance from the Finance Director.</li><li>• Appoint and (performance) manage as necessary officers of the Trust as agreed from time to time by the Trust Board.</li><li>• Develop, maintain and seek approval for a range of Trust-wide policies including, admissions, behaviour, health and safety, asset management, HR, remuneration, SEND, safeguarding including whistle blowing, data protection and risk management.</li><li>• Hold individual governing bodies to account.</li><li>• Prepare, maintain and update a new school joiner protocol and market the Trust to a wider audience recognising its geographical base</li><li>• Ensure all schools maintain an up to date risk register and use those as the basis of a Board Accountability Framework, escalating risks to the Board as appropriate.</li><li>• Development of the leadership of the academies across the Trust.</li><li>• Commissioning support from strategic partners or other improvement partners as required.</li><li>• Recruit and maintain a register of high quality school improvement staff to support and drive improvement across the group.</li></ul>

Position	How we add value
Safeguarding (CEO)	<ul style="list-style-type: none"> <li>• Provide advice and guidance on case management and on completion of s175 audit.</li> </ul>
Finance Director	<ul style="list-style-type: none"> <li>• Provide strategic financial guidance to the Trust</li> <li>• Provide day-to-day operational and strategic financial management for the Trust.</li> <li>• Produce the statutory annual accounts and manage the audit.</li> <li>• Monitor the income, expenditure, cash flow and balance sheet of the Trust</li> <li>• Prepare monitoring reports for the Trustees.</li> <li>• Open bank accounts for the Trust and academies.</li> <li>• Ensure proper financial controls are in place.</li> <li>• Ensure compliance on all financial and governance matters.</li> <li>• Develop and manage the procurement process across the Trust to ensure best value and secure efficiencies of scale by working across the Group always with a view to freeing up academies' funds for teaching &amp; learning and progress.</li> <li>• Line manage Academy Business Managers.</li> <li>• Oversee other support service throughout the Trust's academies.</li> <li>• Maintain the Trust's Risk Register on behalf of the Board and lead on monitoring financial risks.</li> <li>• Co-ordinate due diligence on prospective new additions to the Trust's academies.</li> </ul>
Regional Directors	<ul style="list-style-type: none"> <li>• Local relationship manager with Trust-wide responsibilities as per their specific brief.</li> <li>• High quality school to school support may be brokered from time to time both between KGA schools and those from outside the Trust.</li> <li>• Access to support for developing modern foreign languages.</li> <li>• Support for developing an international dimension to the individual school offer (see also King's Group, below).</li> </ul>
Governance and Compliance Support	<ul style="list-style-type: none"> <li>• Regional leads will ensure all local governing bodies are appropriately clerked and have access to a local development programme.</li> <li>• Support for focusing on the responsibilities of local governing bodies: <ul style="list-style-type: none"> <li>• Standards</li> <li>• Safeguarding</li> <li>• Stakeholder development</li> </ul> </li> </ul>
Legal (Subject to contract negotiation)	<p>All academies have access through a helpline. This includes email/telephone queries on any issues or areas of law required (that can be resolved within 20 minutes), including:</p> <ul style="list-style-type: none"> <li>• Employment issues.</li> <li>• Admissions.</li> <li>• Exclusions, SEN and equalities duties.</li> <li>• Safeguarding and managing allegations against staff.</li> <li>• Information sharing, data protection and Freedom of Information.</li> <li>• Access through a high-quality SLA to detailed Legal advice, support and practice.</li> </ul>

<b>Position</b>	<b>How to add value</b>
HR (Subject to contract negotiation)	<ul style="list-style-type: none"> <li>• Access to a HR helpline.</li> <li>• Access to a high-quality service level agreement negotiated centrally for local services.</li> </ul>
Payroll (Subject to contract negotiation)	<ul style="list-style-type: none"> <li>• Access to a payroll helpline.</li> <li>• Access to a high-quality payroll package offering added value to employees.</li> </ul>
Regional Directors	<ul style="list-style-type: none"> <li>• Local relationship manager with Trust-wide responsibilities as per their specific brief.</li> <li>• High quality school to school support may be brokered from time to time both between KGA schools and those from outside the Trust.</li> <li>• Access to support for developing modern foreign languages.</li> <li>• Support for developing an international dimension to the individual school offer (see also King's Group, below).</li> </ul>
Estates Management	<ul style="list-style-type: none"> <li>• Currently under negotiation.</li> </ul>
Health and Safety	<ul style="list-style-type: none"> <li>• Currently under negotiation.</li> </ul>

# Support available from King's Group

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	<b>King's Group - additional support</b>
International Dimension	<ul style="list-style-type: none"><li>• To support all schools in developing Spanish as a target language.</li><li>• Access to high quality targeted CPD through an annual conference.</li><li>• Links with international schools.</li></ul>
Marketing	<ul style="list-style-type: none"><li>• To support schools in their use of the King's brand and related materials.</li><li>• To advise on campaigns and other related issues.</li></ul>
IT	<ul style="list-style-type: none"><li>• To advise on procurement, security and related issues.</li><li>• To ensure all staff and pupils are enrolled in google mail and to advise on the benefits and opportunities provided by that platform.</li><li>• To support transition to the KGA structured website.</li></ul>

## **About KGA**

King's Group Academies (KGA) is a charitable trust that is sponsored by King's Education Ltd, a British company based in Tenbury Wells, Worcestershire. KGA offices are in Portsmouth, at Lyndhurst Junior School.

King's Education also controls British schools abroad, in countries such as Spain, Latvia and Panama. These schools ([www.kingscollegeschools.org](http://www.kingscollegeschools.org)) are well-versed at achieving excellent academic results, and the vision for KGA is to extend these standards into the UK academies both inside the classroom and beyond it.

## **Safeguarding and DBS Clearance**

All staff visiting other schools will wear KGA identifiers and a single central record maintained for KGA staff, held at our head office.

## **Changes to the Agreement**

Any changes requested to the top slice and/or services offered will require agreement with the Finance Director and CEO, and a formal resolution by The Finance and Audit Committee. These would usually take effect from the commencement of the following financial year (or in exceptional circumstances only, by negotiation within the financial year)

This Agreement is signed by:

Chair of Governors

Date:

Principal/Headteacher

Date:



King's Group  
*Academies*

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