

A woman with long dark hair and glasses is looking down at a device in her hands. She is wearing a dark t-shirt and a lanyard with a staff ID badge. The background is blurred, showing what appears to be a meeting or conference setting. The entire image has a teal color overlay.

Academisation Toolkit: Glossary of Terms



DIOCESE OF
CHICHESTER
EDUCATION DEPARTMENT

Academisation Toolkit- Glossary of Terms

Term	Definition
Academy	An academy is an independent school that is directly funded by central government and free from direct control by local government.
Academy Company	A registered company and charitable trust which runs a single academy trust (SAT) or a multi academy trust (MAT)
Academy Order	Formal document from the Secretary of State enabling progression towards academy conversion
BOAT	Bishop Otter Academy Trust
Chief Executive Officer (CEO)	Key role and runs the MAT.
Church Supplemental Agreement (CSA)	Document which formalises the legal relationship between the academy/MAT/trustees in relation to the Church school site
Condition Improvement Fund (CIF)	<p>This fund supports projects which address condition issues and a small number of expansion projects for good and outstanding academies (the latter based on need to increase admissions in main year of entry and/or address overcrowding, including recently approved age range expansion)</p> <p>MATs of 5 academies and more than 3,000 pupils need not apply as they receive a formulaic allocation to deploy strategically across their estate.</p> <p>For all other MATs this is a competitive bidding fund. Please visit www.gov.uk for further details.</p>
Companies House	Statutory body for all registered companies
Company Trustees	A person or firm that holds or administers property or assets for the benefit of a third party. In the academy the Trust is a registered company and a charitable trust
Conversion	The term used for the legal conversion of status from a maintained school to an independent academy
Conversion grants	<p>Grants received to in relation to academy conversion</p> <p>See www.gov.uk for full details of grants available</p> <p>Set up current £25k</p> <p>Additional £45K for schools 'required' to convert Primary Chain grants</p>

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Corporate Members	The voting members of a Corporation or Company
DCAT	Diocese of Chichester Academy Trust
Department for Education (DfE)	The Department for Education (DfE) is a department of Her Majesty's Government responsible for issues affecting people in England up to the age of 19, including child protection and education.
Devolved Formula Capital (DFC)	Provided to academy trusts as capital funding to address own priorities. DFC funding can be used for improvements to buildings and other facilities, including ICT, or capital repairs/refurbishment and minor works.
Diocesan Authority	The Diocesan Board of Education
Diocesan Board of Education (DBE)	Established pursuant to the Diocesan Boards of Education Measure 1991 responsible to the diocesan synod and the statutory body responsible for Church schools and academies within the Diocese
Diocesan Board of Finance (DBF)	The Diocesan Board of Finance (DBF) is an incorporated, charitable body which is the diocese's financial executive and the employer of its staff.
Diocesan Director of Education (DDE)	A statutory role and appointed by the Diocesan Bishop, the Diocesan Director of Education implements the Diocesan Board of Education's policy for its Church schools and academies
Diocesan Effectiveness Officer	A member of the Diocesan Education Team responsible advising on Church School effectiveness and distinctiveness
Directive Academy Order (DAO)	Issued by the Secretary of State for Education directing a school to convert to academy status
DOCET	Diocese of Chichester Education Trust- this is the umbrella trust for the diocese which has oversight through membership for all the multi-academy trusts with a CE school in within the diocese
Education & Skills Funding Agency (ESFA)	The Education & Skills Funding Agency (ESFA) is responsible for distributing funding for state education in England for 3-19 year olds, as well as managing the estates of schools and colleges.
Educational Services Grant (ESG)	Funding received to enable LAs/SATs/MATs provide/purchase services

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Finance Director (FD)	Leads on Trust Finance matters; including preparing an annual budget for the Trust Board and managing day to day operational spend. Ensures all requirements of the Department for Education (DfE) and Education Funding Agency (ESFA) are met.
Funding Agreement (FA)	The document entered into between a single academy trust (SAT)/ MAT with the Secretary of State. It sets out how the SAT/MAT will be funded to carry out its objects
General Annual Grant (GAG)	The main revenue funding an academy receives
Governor	A trustee/director of a MAT is a governor of the academies within the MAT. Some of the roles and responsibilities of a MAT governor will be devolved to a local governing body.
Headteachers' Board	Advisory Board to the Regional Schools Commissioner.
Incorporation	In the context of academies means a company limited by guarantee.
Incumbent	The holder of a Church of England parochial charge or benefice. Often the Incumbent is an ex officio foundation governor on the governing body of a maintained school, and member of the local governing body of an academy.
Land Trustees	The owners of the school site (excluding any playing fields owned by the LA).
Local Authority	The administrative body of local government
Locally Co-ordinated Voluntary Aided Programme (LCVAP)	This fund is now known as School Condition Allocation (SCA). This fund is only available to VA schools so academies will not be able to bid for this funding stream.
Local Governing Board (LGB)	Have devolved responsibility (from the MAT) in relation to the operation of the academy. The level of delegated responsibility depends on the content of the individual scheme of delegation.
Maintained School	Maintained by the LA. This also refers to Church schools whether they are voluntary aided, voluntary controlled or foundation schools
Members	The subscriber to the Memorandum & Articles of Association of the Company and whose names will appear on the Register of Companies at Companies House

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Term	Definition
Memorandum & Articles of Association (M&AoA)	The governing document of a Company
Multi Academy Trust (MAT)	A Registered Company and Charitable Trust, registered both with Companies House and the Charity Commission and set up to run academies
Objects	Contained in the Memorandum & Articles of Association of a Company and in a Trust Deed
Parochial Church Council (PCC)	A parochial church council (PCC) is the executive committee of a Church of England parish and consists of clergy and churchwardens of the parish, together with representatives of the laity.
Project Manager	A person engaged to plan and manage the academy conversion
Regional Schools Commissioners (RSCs)	Act on behalf of the Secretary of State for Education and are accountable to the National Schools Commissioner. Each RSC is supported by a headteacher board (HTB).
Secretary of State (SofS/SoS)	Government Minister with the Education portfolio
Single Academy Trust	An academy which is not a member of a MAT
Supplemental Funding Agreement (SFA)	Supplemental to the Funding Agreement entered into between the MAT and the Secretary of State. The SFA relates to individual academies within the Trust
Trust Modification Order	Required if the Trust Deed objects do not extend to cover academies

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