

### **The Board of Directors Roles and Responsibilities**

1. **Chief Executive Officer & Accounting Officer** – executive role, salaried, responsible for fulfilling the will of the Board and facilitating the functions of the Board

**Mr Paul Lovern**

2. **Director of Performance and Quality** – : non-executive, non-salaried, oversight of the SSMAT’s standards in pupil performance and the quality of teaching in order to maintain institutions being judged as at least good if not outstanding and to focus on self- evaluation. Named Director for the Early Years Foundation Stage. (Appt)

**Mrs Heather Bowman**  
**Chair of Board of Directors**  
**Standards director**

3. **Director of Strategy & Development** – non-executive, non-salaried, oversight of the SSMAT’s development and strategies to achieve its growth, sustainability and capacity to improve. (Appt)

**Mr Peter Halifax**  
**Vice-Chair of Board of Directors**  
**Strategy & Development Director**

4. **Director of Corporate Affairs** - Human Resources: non-executive, non-salaried, oversight of personnel processes including CPD, legalities, salaries, processes in order to ensure viability, sustainability and development of the SSMAT. (Appt)

**Mrs Caroline Humphries**  
**HR/Personnel Director**

5. **Director of Pupil Care** – non-executive, non-salaried, oversight of all matters in the SSMAT relating to the well-being, behaviour and inclusiveness of all pupils (their spiritual, social, moral and cultural development) including those with special needs and and/or in receipt of pupil premium support. (Appt)

**Mrs Melanie Havelock-Crozier**  
**SEN, safety and behaviour Director**

6. **Director of Corporate Affairs - Estates, Learning Environment and Health and Safety**– non-executive, non-salaried with oversight of the SSMAT’s estates and their safety and the quality of the learning environments. This role also includes any trading arm that involves health and Safety issues and legalities. (Appt)

**Mrs Julie Smith**  
**Director of Corporate Affairs**

7. **Director of Finance and Trading** – non-executive , non-salaried oversight of the financial affairs of the SSMAT and its trading functions in order to ensure probity, viability and sustainability. This will involve close liaison with the Chief Financial Officer and the internal and external auditors. (Appt]

**Mr Gareth Wood**  
**Finance Director**

8. Corporate **Director of Communication & Local Advisory Groups** (LAGs) – non-executive, non- salaried oversight of the SSMAT’s relationship with its stake holders & LAGs ensuring that all relationships are beneficial and the Board gives appropriate attention to matters of concern raised by the due process of the LAGs. [Appt)

**Mrs Sue Cockayne**  
**Local Advisory Group & Communications Director**

**Chief Financial Officer**  
**Mrs Alison Hodgson**

There is currently one main committee of the board of directors with delegated power.

#### **Register of business and pecuniary interests**

Directors are asked to fill in a register of business interests form when they are appointed, update it annually and declare any relevant interest at the start of each meeting.

Directors and senior staff are asked to fill in a pecuniary interests form to declare any connection with any business who has provided services for the Trust annually as part of the audit process to support the annual report/financial statements.

A summary of the directors’ relevant business interests is listed on the website. The full register can be viewed at The Small Schools Multi Academy Trust’s office.

#### **Contacting the directors**

The directors, including the Chair and the Company Secretary, can be contacted:

- through any of The Small Schools Multi Academy Trust schools,
- by using The Small Schools Multi Academy Trust contact page,
- by writing to them at The Small Schools Multi Academy Trust, The Richard Crosse Church of England Primary School, Crawley Lane, Kings Bromley, Burton on Trent, Staffordshire, DE13 7JE