

# Glossary of commonly used phrases for members of academy trusts and trustees of academy boards

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When carrying out a governance role at an academy trust or multi-academy trust you may hear or read terms in meetings and reports which appear to be 'jargon' and include multiple acronyms. If you are new to school/academy governance you may feel overwhelmed and find it hard to remember these words. Even if you are an experienced hand there are always new terms that are introduced. That's why we've developed a simplified glossary of key terms which are commonly used in education.

This free resource is available for staff within a school setting and board members to access and keep on track of your key governance and legal obligations. If you would like further information about any of the topics mentioned, particularly in reference to a matter within your school or trust please do not hesitate to contact us.

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## Glossary of commonly used phrases

Association of School and College Leaders (ASCL)	+
Academies Financial Handbook	+
Confederation of School Trusts (CST)	+
Academy Trust Handbook	+
Foundation for Education Development (FED)	+
Academy	+
National Association of Headteachers (NAHT)	+
Academy Order	+
National Education Union (NEU)	+
Academy Sponsor	+
National Governance Association (NGA)	+

Academy Trust	+
Accounting Officer	+
Accounts Direction	+
Admission Authority	+
Admissions Policy	+
Advisory Boards	+
Alternative Provision	+
Analyse school performance	+
Articles of Association	+
Attainment 8	+
Chief Financial Officer (CFO)	+
Combined SATs	+
Community schools	+
Converter academies	+
Data Protection Act 2018 (DPA)	+
Data Protection Impact Assessment (DPIA)	+
Data Protection Officer (DPO)	+
Disclosure and Barring Service (DBS)	+
Designated Safeguarding Lead (DSL)	+
Department for Education (DfE)	+
Disadvantaged	+
Early Career Teachers (ECT)	+
Education, Health and Care Plan (EHCP)	+

Education and Skills Funding Agency (ESFA)	+
Early Years Foundation Stage (EYFS)	+
FOI Request	+
Foundation schools	+
Free schools	+
Funding agreement	+
Funding formula	+
General Annual Grant (GAG)	+
General Data Protection Regulation (GDPR)	+
Get Information About Schools (GIAS)	+
Headteacher Boards	+
Information Commissioner's Office (ICO)	+
Independent Inquiry into Child Sexual Abuse (IICSA)	+
Keeping Children Safe in Education (KCSIE)	+
Local Authority (LA)	+
Local Authority Designated Officer (LADO)	+
Local Governing Body (LGB)	+
Local Governing Body	+
Looked-after children	+
Maintained schools	+
Multi Academy Trust (MAT)	+
Members	+
Memorandum of Association	+

National Leader of Governance (NLG)	+
National Schools Commissioner (NSC)	+
Off-rolling	+
Ofsted	+
Ofsted Section 5 Inspection	+
Ofsted Section 8 Inspection	+
Ofsted Summary Evaluation	+
Published Admission Number (PAN)	+
Private Finance Initiative (PFI)	+
Public Private Partnership (PPP)	+
Privacy Notice	+
Progress 8	+
Pupil Referral Unit (PRU)	+
RAW Score	+
Re-brokerage	+
Register of Members	+
Register of Trustees	+
Regional Director (RD)	+
Standard Assessment Tests (SATs)	+
Scheme of Delegation	+
School Business Manager (SBM)	+
Special Educational Needs (SEN)	+
Special Educational Needs Coordinators (SENCO)	+

Special Educational Needs and Disability Tribunal (SENDIST)	+
Single Central Record (SCR)	+
Secretary of State for Education (SoS)	+
Special School	+
Statutory books	+
Subject Access Requests or SAR	+
Teacher Regulation Agency (TRA)	+
Term Time Only (TTO)	+
Teachers' Pension Scheme (TPS)	+
Transfer of Undertakings (Protection of Employment) (TUPE) Regulations 2006	+
Trust Review Meeting	+
Trustees	+
VA schools	+
VC schools	+

## We work with a range of leading sector bodies including;

Association of School and College Leaders (ASCL)	+
Confederation of School Trusts (CST)	+
Foundation for Education Development (FED)	+
National Association of Headteachers (NAHT)	+
National Education Union (NEU)	+
National Governance Association (NGA)	+

# Contact

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