

HR Services for Multi-Academy Trusts



Contents

Introduction	3
Why outsource HR support for your trust?	4
Assurance and people strategy for MAT leadership teams	6
Judicium Education HR Service Overview	8
Strategic Support Service	9
HR & Employment Law: Service Level Agreements	10
SLA: HR Advisory Service	11
SLA: HR Administration Service	12
SLA: UK Work Permits	13
HR & Employment Law: Additional Services	14
People Matters Thought Leadership	15

Introduction

At Judicium Education, people are always at the heart of what we do. We're passionate about supporting schools and trusts with HR advice that feels both human and practical, built on trust and partnership. Our team brings together the best of both worlds: qualified solicitors, barristers, CIPD-accredited HR professionals, and trade union specialists – all with deep sector knowledge and a genuine commitment to education.

Whether you need us to guide you down the friendly, people-first HR route or to stand firm with the confidence of experienced employment lawyers, we're by your side. We understand the unique challenges of managing people in education and tailor our advice to suit your needs. With Judicium, you don't just get a service – you get a partner who listens, understands, and works with you to achieve the best outcomes for your people and your school community.



Vicki Hunt
Head of Employment Law and HR Services,
Judicium Education

Why outsource HR support for your trust?

Outsourcing doesn't replace your HR team, it strengthens it.

Outsourcing extends your capacity when volumes increase, adds specialist expertise when cases are complex or high-risk, and provides trusted support when timeframes are tight and decisions need to be made quickly. By taking pressure off day-to-day casework and formal process demands, it frees your HR team and leaders to focus on strategic direction, trust-wide consistency and the people priorities that drive better outcomes.



COO's

You get stronger operational oversight and consistency across sites including standardised processes, documentation and timelines that help leaders act quickly and correctly. We improve coordination between central and academy teams, reduce bottlenecks in HR workflows, and support change initiatives and integration so delivery is smooth and auditable.



CEO's/ Executive Heads

You get confident, defensible people decisions that protect standards and reputation whilst keeping focus on educational outcomes. We help you set a trust-wide approach to workforce strategy, culture and leadership practice, reduce disruption from complex cases, and ensure decisions are consistent across academies, especially during growth and change.



People Directors

You get added capacity and specialist back-up on complex ER, change, policy and casework, all without losing ownership. We provide pragmatic advice, high-quality documentation, and coaching that builds leader confidence, increases consistency, and reduces repeat issues. You also gain scalable support that flexes with demand across the trust.

Stronger assurance, better value, fewer surprises...



CFO's

You get clearer cost control and risk reduction through better workforce planning, fewer unplanned escalations, and tighter management of absence, capability and turnover. We support restructures and consultation appropriately, help you avert avoidable legal costs, and provide practical advice that aligns people decisions with financial sustainability and compliance.



Governors/Trustees

You get assurance that people risks are identified, managed and documented appropriately, with processes that stand up to scrutiny. We support fair, consistent handling of sensitive matters, strengthen policy alignment and compliance, and help ensure decisions are evidence-based, protecting the trust's governance position and reputation.



Assurance and people strategy for MAT leadership teams

Designed to help academy trusts stay compliant with current employment law and adopt consistent, confident HR practice

Running a trust means balancing pupil outcomes, financial sustainability, workforce capacity, and compliance, all at what feels like an overwhelming pace. At Judicium, we provide specialist HR support designed and tailored to academy trust structures and the day-to-day reality of multi-site leadership.

What you get:

✓ Reduced risk

- consistent decisions
- compliant processes
- fewer disputes

✓ Better workforce outcomes

- attendance and retention
- performance
- culture

✓ Leadership confidence

- clear options
- pragmatic advice
- documented rationale

✓ Capacity uplift

- Free your HR team and leaders to focus on priorities

View the full range of HR services here:



Common pressures we help trusts like yours manage:

1. Workforce and Culture

- Recruitment/retention pressures
- High absence and wellbeing challenges
- Performance capability and conduct issues

2. Consistency at Scale

- Varying capability and confidence across leaders
- Different historic practices between academies
- Managing risk consistently while keeping decisions practical

3. Operational Delivery

- HR teams stretched by admin and “urgent” casework
- Time-critical matters including suspensions, investigations, hearings
- Change programmes such as restructures, leadership transitions, integration

4. Governance and Compliance

- Employment law and education-specific requirements
- Policy alignment across trust schools and central teams
- People-related audit and risk assurance for Trustees and executive leaders

Service Overview

One partner, three core SLA's, plus a range of additional services to support all your trusts HR needs.

Judicium Education provides a single, trusted partner for your trust's people priorities, combining strategic oversight with reliable, day-to-day operational delivery. We work alongside executive teams, HR/People Directors and education leaders to create a consistent, compliant approach across every academy, reducing risk and improving confidence in decision-making. Our support is designed for MAT structures, providing clear governance, practical documentation and a focus on outcomes including stronger workforce performance, improved retention and fewer escalations.

We deliver this through three core pillar services:

- **Strategic Support** helps you plan and deliver trust-wide people strategy, organisation design and change, supporting growth, integration and restructure with clarity and assurance.
- **HR Advisory** provides expert guidance through employee relations and employment law, from routine issues to complex, high-risk cases.
- **HR Administration** strengthens operational capacity through consistent processes and dependable documentation, freeing HR teams and leaders to focus on what matters most.

And, when you need more, our portfolio of add-ons give your trust specialist support such as policy and contract reviews, hearing attendance, tribunal support, safer recruitment compliance, occupational health, immigration and UK work permits, and tailored training, to flex around your priorities and risk tolerance, as and when you need it.

Strategic Support Service

Helping academy trusts build stronger, smarter, more sustainable futures.

Every successful school and trust relies on strong strategy with the right people, clear priorities, and sustainable systems. Our Strategic Support Service gives leaders the clarity and confidence to plan for the future, tackle complex challenges, and make every resource count.

Partnering with Judicium Education HR helps you confidently deliver outcomes including:

- ✓ A positive, unified culture
- ✓ Robust compliance and risk management
- ✓ A stronger workforce
- ✓ Confident leadership and governance
- ✓ Smarter structures and systems
- ✓ Financial sustainability
- ✓ Strategic growth and change

All Judicium Education HR services are underpinned by our Strategic Support methodology, co-designed alongside leaders in academy trusts, and shaped by a Health Check which covers six core themes: governance, leadership and strategic planning; financial planning and resources; people development and management; working practices and culture; stakeholders and strategic partners; and high quality and inclusive education.

Our clients trust us to provide ongoing support to tackle:



Growth, mergers, new academies joining the trust



Restructures, budget pressures, falling rolls



Increased absence, low morale, retention issues



Complex ER cases, hearings, grievances



Governance assurance and external scrutiny readiness

HR & Employment Law

Service Level Agreements



SLA

HR Advisory Service

Designed to help academy trusts stay compliant with current employment law and adopt consistent, confident HR practice.

We guide you through the complexities of employment legislation and support you in managing the day-to-day people issues that arise across your academy trust.

With frequent legislative changes, employment law updates, staff challenges and increasing compliance demands, schools and academy trusts are increasingly turning to Judicium Education HR for expert advice that reduces risk and enables informed, timely decision making.

Our HR Advisory Service provides leaders and HR teams with clear, practical guidance and support including options analysis, risk guidance, and document reviews to help you manage staff effectively, avoid legal pitfalls, and maintain a positive working culture without adding to administrative workload.

We offer two service levels:



Partnership

Widescope, fixed hours

IDEAL FOR:

Trusts wanting flexibility of support across full range of operational and strategic HR & employment law including hands on delivery.



HR Advisory

Focused scope, unlimited hours

IDEAL FOR:

Ideal for Trusts and schools seeking ongoing HR & employment law expertise, and hands-on support without outsourcing delivery.

"Judicium's HR service feels like part of our back-office. The service and support isn't one size fits all; it has taken time to build up a deep understanding of who we are, what we do and where we want to go.

That makes it very personal." -

Anne Powell, CEO of Griffin Schools Trust

SLA

HR Administration Service

A reliable, professional service that frees up school leaders and ensures nothing gets missed.

Designed to give academy trusts dependable, consistent HR administration that strengthens compliance and releases capacity for strategic work. We provide structured, professional support that keeps essential HR processes moving—accurately, on time and in line with trust expectations—so leaders and HR teams aren't pulled into avoidable admin.

Across a multi-academy trust, variation in local practices can create risk, inconsistency and unnecessary workload. Our HR Administration Service helps standardise core transactions and documentation across schools and central teams, improving record-keeping, supporting audit readiness and ensuring staff receive clear, consistent communication.

We can support you with:

- ✔ Offer letters, contracts, and variations Issuing
- ✔ Teachers' Annual Statements of Earnings
- ✔ Term-time only salary calculations
- ✔ Personnel reporting on request
- ✔ Drafting of employee life-cycle letters relating to contracts
- ✔ Family friendly leave and terminations

Whether you need full administrative coverage or additional capacity during peak periods, we provide a service that flexes around your trust—supporting starters, movers and leavers, contract administration, file maintenance, template control and the smooth running of routine HR processes.

SLA

UK Work Permits

Helping academy trusts manage right-to-work, visas and sponsorship requirements with confidence, protecting compliance and enabling timely recruitment.

As international recruitment increases, securing a Sponsorship Licence and meeting Home Office compliance requirements can feel complex and time-consuming. Our UK Work Permits Service takes care of the process end-to-end, reducing stress and ensuring your trust can appoint the right people without delays or avoidable risk.

We support trusts through every stage, including Sponsorship Licence applications, an HR immigration system audit to confirm your processes meet UKVI expectations, and ongoing sponsorship compliance support to help you maintain required standards as a sponsor. We also carry out candidate eligibility assessments so you recruit with confidence, manage UKVI communications on your behalf where changes need to be reported, and review job advertisements to ensure they meet Home Office requirements—preventing costly rejections or disruption to your recruitment plans.

And, because immigration rules change frequently, we provide regular policy updates and access to a designated immigration advisor who can support right-to-work checks and answer questions on visas, sponsorship and compliance as issues arise.



Additional Services

Support that addresses key challenges in education

We recognise the ongoing challenges in education, particularly in trusts, and our range of services offer trusted support for the following:

✓ Compliance & risk management

- Mediation
- Labour Relations advice
- Litigation Support

✓ Reward & pay management

- Annual Pay Statements
- Back Pay Calculations
- Benchmarking

✓ Safer recruitment & record-keeping

- SCR Reviews
- Personnel File Reviews
- DBS Checks, Online Checks
- Support at LADO meetings

✓ Workforce planning & organisational development

- Leadership Recruitment
- Eteach Subscription
- Organisational Reviews
- HR Strategic Support

✓ Employee Health & Wellbeing

- Occupational Health
- EAP
- Wellbeing Surveys

✓ Training & talent development

- Breakfast Briefings
- CPD Sessions
- Bespoke Training

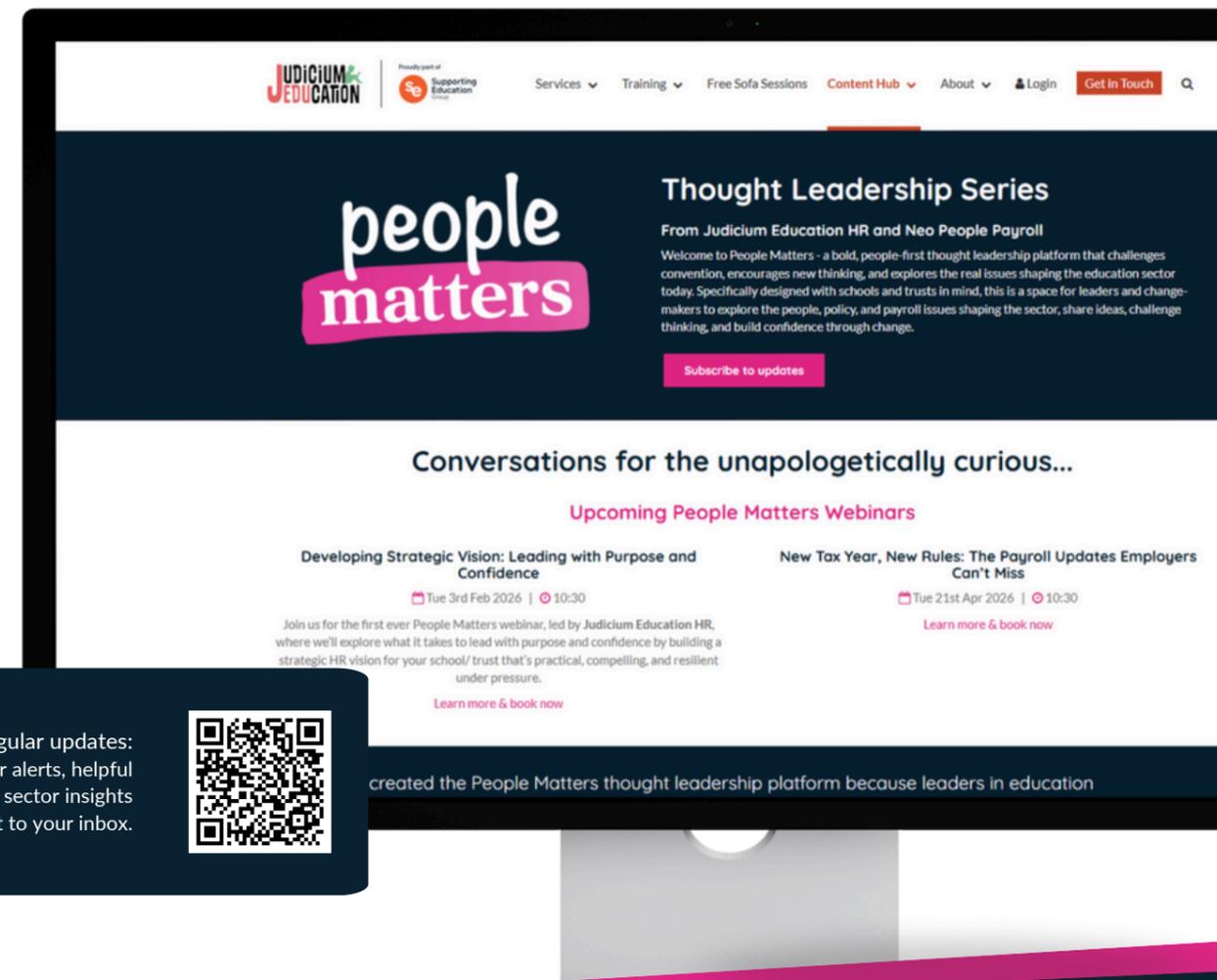
View the full range of HR services here:



Ready for *braver* conversations?



Specifically designed with schools and trusts in mind, this is a space for leaders and change-makers to explore the people, policy, and payroll issues shaping the sector, share ideas, challenge thinking, and build confidence through change.



Subscribe for regular updates: Get regular alerts, helpful resources, and sector insights straight to your inbox.



Thought leadership series from Judicium Education HR & Neo People Payroll



Judicium Education works with over 2,500 schools and academy trusts nationwide and are present in over 70 local authorities.

Our purpose is to help you improve pupil outcomes by delivering high-quality education-sector expertise and practical support that MAT leaders can rely on.

**Expert compliance &
HR support = total
peace of mind!**

Contact:

0345 548 7000 - option 2
enquiries@judicium.com
judiciumeducation.co.uk