



HAYGROVE
ACADEMY TRUST

**TRUSTEE
RECRUITMENT
INFORMATION PACK**

Introduction

The Haygrove Academy Trust is a new and growing local Multi-Academy Trust which has been established as a secondary and primary collaborative model, including church and non-church schools. As the founding academy, the Headteacher and Governors of Haygrove School have worked closely with primary partners to create a vision for the Trust:

'Our vision is to create a Trust community of exceptional and distinctive schools which deliver outstanding education and learning and commit to a common vision, moral purpose, passion for education and ambition for raising standards of achievement and improving life chances for all young people'.

There will also be benefits to be gained from the recent recognition given to Haygrove School as a 'Teaching School' which will provide access to further professional development opportunities and the highest quality teaching for all our young people.

Three local primary schools have elected to join our trust: Otterhampton, Spaxton C of E and Stogursey C of E. The governors of Otterhampton School have already submitted an application to the Department of Education (DfE) and the governors of the other two schools are in dialogue with the diocese regarding their applications.

The governance structure consists of three layers: the Members, Trustees and Local Governors - see Appendix 1.

It has a clear and straightforward structure which is designed to enable the effective delivery of the trust vision, mission and strategic aims, always prioritising the best use of resources in order to secure high educational outcomes for pupils. The structure is designed to be flexible and acknowledging of the opportunities to evolve and expand appropriately as the trust grows.

For a more detailed description of the role of the Trustee see Appendix 2.

Our executive leadership structure currently consists of:

- Mrs Karen Canham (CEO)
- Mrs Tracy Lee (Operations and Finance Director)
- Mr Simon Bissett (Primary Advisor)
- Ms Tina Stoel-Walker (Chair of Trustees)

We are now in the process of recruiting a new Trustees Board in readiness for the academy conversion to be complete. It is envisaged that this will be in place by January 2018. We are seeking to appoint individuals who are able to demonstrate experience and skills in any of the following areas: human resources, legal corporate, business, estates, finance, PR or strategic partnerships. The role also requires a range of competencies and attributes which are outlined in Appendix 3. At this stage we would welcome interested individuals to send a CV and a one side expression of interest to hat_trustees@educ.somerset.gov.uk. **The closing date is Friday 15th September 2017.**

We hope that you will find this prospect interesting and potentially fulfilling and that you will contact us to an express an interest or simply find out more.



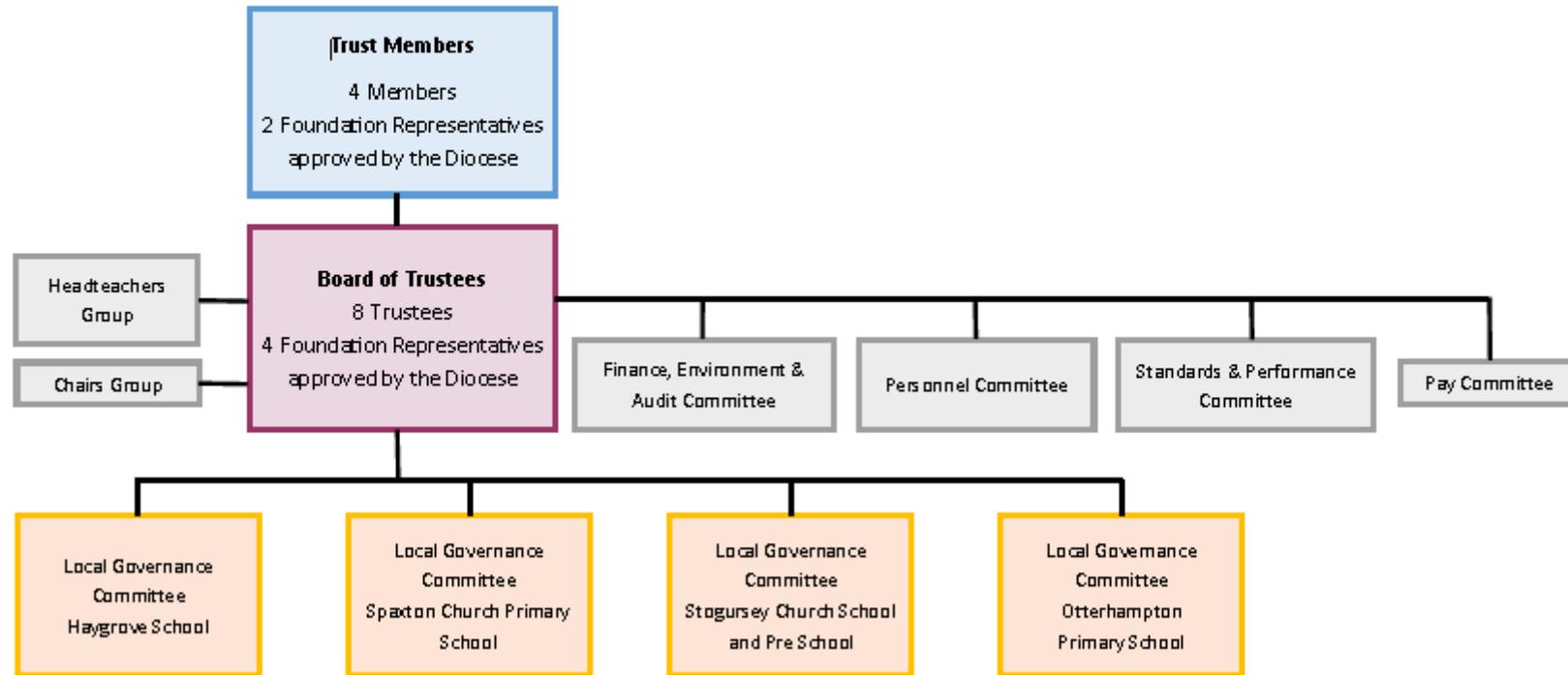
Karen Canham
Chief Executive Officer



Tina Stoel-Walker
Chair of Governors

Appendix 1

Draft Governance Structure



Appendix 2

Role of a Non-executive/Trustee

Trustees of an Academy Trust are both Trustees of the trust as a charity and directors of the trust as a Company limited by guarantee. The Charities Act 2011 defines charity trustees as the people responsible under the charity's governing document for controlling the administration and management of the charity, regardless of what they are called. They are known collectively as the trustee board.

Under charity law the trustees have the ultimate responsibility for directing the affairs of the trust, and ensuring that it is solvent, well run and delivering the charitable outcomes for which it has been set up. In law trustees have several legal duties, which are often described as those of compliance, care and prudence.

Non-executive directors work in partnership with the chair of members, the CEO and the trust's leadership team to provide clarity, clear vision, mission and strategic direction for the trust to:

- contribute to the development of the trust's future strategic goals, ensuring that the best interests of pupils and local communities are always top of the agenda and that they are fully engaged throughout this period of change for the trust;
- ensure the highest standards of educational provision across all academies within the trust, and that the leaders of the trust and all academies are held to account to deliver outstanding outcomes for pupils;
- ensure the highest levels of transparency, audit, governance and accountability in the education, corporate and financial affairs of the trust;
- provide strategic leadership and direction to the trust through oversight of and contribution to key strategy documents as well as by setting the strategic priorities;
- have an awareness and understanding of the national policy context and of local needs for education;
- develop and review the trust's internal controls and an audit regime to ensure that these identify the risks and opportunities to enable the trust to be sustainable and relevant for all of the stakeholders;
- work in a supportive, helpful and constructive way to ensure the board is effective when it meets;
- ensure that effective arrangements are in place to provide assurance on risk management, governance and internal control whilst ensuring openness and transparency in decision making;
- ensure the trust establishes key objectives and control and management frameworks to deliver the agreed plans, identifies and assesses the risk of achieving them and regularly monitors performance to ensure appropriate corrective action can be taken;
- ensure consistent focus upon what is best for the trust's schools and their students by providing challenge and advice to the trust's executive leadership team;
- be familiar with the articles of association of the trust and awareness of its powers, duties and objectives;

- be familiar with and ensure compliance with the trust's funding agreements and the Academies Financial Handbook published from time to time by the Education and Skills Funding Agency or its successor organisation;
- be familiar with the code of conduct and any standing orders of the trust;
- represent the trust in a positive manner with national, regional or local bodies or individuals in order to enhance the position of the trust;
- lead or participate in relevant board committees or task groups of the trust;
- contribute to the appointment and, if necessary, removal of the chair as well as participation in the recruitment and selection;
- work as part of a team, and to accept shared responsibility and accountability, as well as to commit to undergoing a personal annual appraisal, reviewing own performance and that of board members, then to abide by its outcome in terms of personal development.

Non-executive Trustees are subject to company legislation and are obliged to:

- Act within your powers (for example in accordance with the constitution and any agreements with the DfE);
- Promote the success of the trust;
- Exercise independent judgment;
- Exercise reasonable skill, care and diligence;
- Avoid conflicts of interest;
- Not to accept benefits from third parties; and
- Declare any interest in transactions.

Nolan Principles

All those elected or appointed to boards should fulfil their duties in line with the seven principles of public life, the Nolan principles. These are:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honest
- Leadership

Appendix 3

A competency framework for governance – January 2017

