



W A T E R T O N
ACADEMY TRUST®



**Waterton Academy Trust
Trustee
Application Pack**



W A T E R T O N

ACADEMY TRUST®

~ WHERE SUCCESS IS A SHARED EXPERIENCE ~

Post Title	Trustee
Location	Waterton Academy Trust Centre for Excellence, The Grove, Walton, Wakefield WF2 6LD With occasional travel to academies within the Trust for visits/meetings.
Salary and Grade	Voluntary Role
Hours	4 meetings per year lasting approx. 2-hours, (Including the Annual General Meeting) 3 Audit and Risk Committee meetings per year (often held the same date as board meetings). Preparation time for meetings; reviewing reports; communications; occasional visits to academies within the Trust for visits / meetings / events / celebrations.

Trustees work together to carry out their core functions:

1. Ensuring there is clarity of vision, ethos and strategic direction
2. Holding executive leaders to account for the educational performance of the organisation and its pupils and the performance management of staff
3. Overseeing the financial performance of the organisation and making sure its money is well spent
4. Ensuring the voices of stakeholders are heard

Trustees are responsible for governing a charitable company and directing how it is managed and run. Trustees must also ensure that the trust complies with all legal and statutory requirements. Trustees should seek the advice of the board's governance professional and other professional advice as appropriate.

Every trustee is expected to abide by the seven principles of public life set out by Lord Nolan: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

The Trust seeks individuals to add capacity and expertise to the current board and who are willing to share their skills to help the Trust achieve its ambitions. The board has undertaken a recent skills audit and has identified the greatest need to recruit from those with a business / HR / accountancy / audit / legal / education background, however all experience and expertise will be considered. Community / local knowledge of living or working within the Wakefield / Barnsley area is highly desirable.

Interested individuals will be able demonstrate experience of working across multiple sites in a fast-paced and complex environment, able to assimilate significant amounts of information and understand the strategic direction of the Trust. Experience leading a functional area within a large-scale organisation (at least equivalent to that of the Trust) and/or of working at or to board level is essential. All candidates should feel comfortable 'asking difficult questions' and challenging the executive, holding leadership to account.

In the interests of safeguarding and in accordance with DfE requirements, all Trustee appointments will be subject to an enhanced disclosure and barring service check by the academy trust.

Dear Applicant

Thank you for your interest in the post of Trustee at Waterton Academy Trust. We hope that this pack provides you sufficient insight and information to decide if you have the right qualities, skills, and experience to apply for the position.

Our Trust came in to being on the 1st of September 2014. Our 13 primary, infant, and junior schools, 2 Assessment Resource Units and 4 Pre-Schools are currently situated within the Wakefield and Barnsley areas and consist of well over 3000 pupils.

This is an exciting time for all concerned with the trust as we enter a new phase of development. The reshaping of our focus and renewed drive for excellence will undoubtedly lead to improved opportunities and outcomes for all.

People are at the heart of our organisation. We invest heavily in our children, staff, Trustees and Governors, ensuring that we all benefit from being part of the Waterton family. We seek to create a fertile environment for growth, to share best practice, develop expertise, draw on local, national, and international research, and form partnerships within and beyond the trust.

As a Trustee for Waterton you will have the opportunity to support our schools in shaping the lives of all those in the Waterton family.



Given the trust's ambitions for excellence, we are seeking outstanding individuals to join our team. We require highly skilled professionals that can contribute to the development of our provision and support our academies in providing our children with the best possible learning experience. If this is you, then we would be delighted to hear from you.

Yours sincerely,



Dave Dickinson OBE
Chief Executive Officer



WATERTON

ACADEMY TRUST®

~ WHERE SUCCESS IS A SHARED EXPERIENCE ~



Our Trust Central Team provide efficient and high-quality service to myself as Headteacher and the school. Having such a crucial role within our Central Team structure is invaluable as we have made savings through key contract reviews which impacts the school and our children positively.

Luke

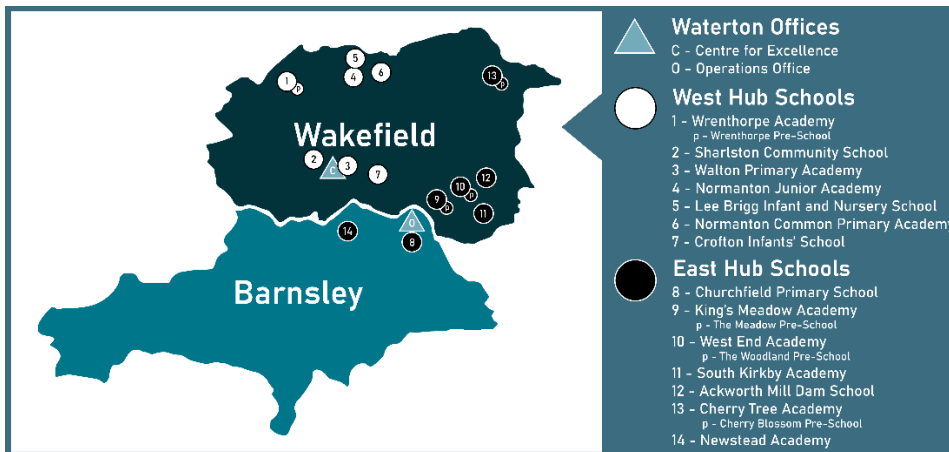
Headteacher





About the Trust

Investing in people and in partnerships is key to ensuring excellence and is something that as a trust we are extremely passionate about. We are proud to call ourselves an outward facing organisation and are advocates of sharing best practice and contributing to the wider system leaders' network. We encourage colleagues to take up opportunities and engage in projects outside of the trust.



The trust has maintained a manageable geographical partnership area, one where academy staff and central team colleagues are able to travel between sites within a reasonable time frame. The trust intends to continue to grow within these key partnership areas.

There are currently fourteen academies in the trust, all are within the Wakefield and Barnsley boundaries and therefore find it easy to attend INSET, CPD and trust events. The trust has adopted a Hub Model to further support collaborative working and allow for future growth.

Governance

The Trust model of governance is based on two geographical hubs and is built to ensure scalability and clear lines of communication between all levels of governance. The Members of Watertown Academy Trust commissioned a review of Governance by the CST which took place during the academic year 22/23. The findings of the review were extremely positive and reaffirmed our belief that the Trust has a robust and fit for purpose governance model.



1 Members

Board of Members: Custodians of governance arrangements, including appointing Trustees.

2 Trustees

Trustees

Board of Trustees: Ensure clarity of vision and strategic direction of the Trust, oversee financial management and hold leaders to account for educational performance.

3 LHB

LHB

Local Hub Boards: Support the Trust in executing its duties at locality whilst operating in line with its delegated powers, and ensuring there is a strong conduit between ASCs and the Trust Board.

4 ASC

ASC

Academy Standards Committee: Ensure that academies have a voice and promote community cohesion. Review, monitor and evaluate educational provision to foster an environment where all children reach their full potential.



Our Vision, Values and KPIs



- Assemble a collaborative of schools that strive to deliver excellence throughout
- Establish an environment where children enjoy and engage in a rich and relevant curriculum
- Cultivate a culture of high aspiration, regardless of social, economic or cultural background
- Create a community where everyone reaches their full potential and where success truly is a shared experience

To be trustworthy



To be tolerant



To be supportive



To be courageous



Governance is robust



Finances are secure



Reputation is strong



Employer of choice



To be respectful



To be honest



To be dedicated



To be compassionate



Outcomes are excellent



Academies are good or better



Estate is fit for purpose



Community Contributor



Role Description

Trustees work together to carry out their core functions:

1. Ensuring there is clarity of vision, ethos and strategic direction
2. Holding executive leaders to account for the educational performance of the organisation and its pupils and the performance management of staff
3. Overseeing the financial performance of the organisation and making sure its money is well spent
4. Ensuring the voices of stakeholders are heard

Trustees are responsible for governing a charitable company and directing how it is managed and run. Trustees must also ensure that the trust complies with all legal and statutory requirements. Trustees should seek the advice of the board's governance professional and other professional advice as appropriate.

The Trust Board's Strategic Responsibilities

The trust board works closely with their CEO and senior executive leaders. Senior executive leaders are responsible for day-to-day operational management of the trust and its schools, whereas the role of the board is strategic. As such, trustees are responsible for:

- Determining the mission, values and long-term ambitious vision for the trust
- Deciding the principles that guide trust policies and approving key policies
- Appointing and appraising the senior executive leader and making pay recommendations
- Working with senior leaders to develop a strategy for achieving the vision
- Ensuring that stakeholders are involved, consulted and informed as appropriate
- Ensuring that all schools in the trust deliver a broad and balanced curriculum such that pupils are well prepared for the next stage of their education and adult life
- Taking ownership of the trust's financial sustainability and ensuring effective resource management across the trust
- Agreeing the trust's staffing structure and keeping it under review to ensure it supports delivery of the strategy
- Ensuring robust risk management policy and procedures are in place and that risk control measures are appropriate and effective
- Monitoring and evaluating trust performance
- Trustees must monitor the priorities that have been set to ensure progress is being made by:
- Measuring the trust's impact and progress towards its strategic objectives
- Ensuring the required policies and procedures are in place and the trust is operating effectively in line with these policies
- Holding the senior executive leader to account for standards, financial probity and compliance with agreed policies
- Evaluating relevant data and feedback provided by senior executive leaders and external reporting on all aspects of trust performance
- Asking challenging questions of the senior executive leader in order to hold them to account
- Ensuring that there are policies and procedures in place to deal with complaints effectively

Contribution to the Trust Board and the Governance Structure

Trustees should ensure that they are making a positive and meaningful contribution to the board by:

- Attending meetings (typically 3 trust board meetings each year, in addition to the AGM), reading papers and preparing questions for the senior executive leader in advance
- Establishing and maintaining professional relationships with senior executive leaders and colleagues on the board of trustees

- Getting to know schools within the trust, including visiting occasionally during school hours
- Undertaking induction training and developing knowledge and skills on an ongoing basis
- Ensuring that the trust's governance structure meets the needs of the trust
- Agreeing clear schemes of delegation, outlining the responsibilities delegated to the senior executive leader and the responsibilities of the trust board, hub boards and academy standards committees
- Ensuring effective communication channels are in place

Expenses

Trustees should receive out of pocket expenses incurred as a result of fulfilling their role as trustee. Payments can cover incidental expenses, such as travel and dependency care, but not loss of earnings.

For further information please visit, www.watertonacademytrust.org or contact Laura Clark, Head of Governance, by email governance@watertonacademytrust.org with any questions or to arrange an informal discussion by phone or on Teams.

Next Steps

To Apply

Applicants are requested to submit a completed Trustee application form via:
<https://forms.office.com/e/fYYCwkwqgz>

Closing Date: 9th June 2024

Shortlisting: w/c 10th June 2024

Interviews: TBC



WATERTON

ACADEMY TRUST®

~ WHERE SUCCESS IS A SHARED EXPERIENCE ~



Being part of the Central Team is very rewarding and fulfilling. I enjoy the work as you feel like you are making a difference on a daily basis to the schools we support. We have excellent relationships with staff not only within the Central Team, but across the schools and with our external suppliers.

Paula

Business Support Officer (Estates)



Waterton Academy Trust is wholly committed to ensuring children and young people are fully supported and safe. We are dedicated to the safeguarding of all children and young people whilst promoting their welfare and expect all staff and volunteers to share this responsibility. The Trust has policies and procedures relating to safeguarding and child protection available on request.

Waterton Academy Trust follows safer recruitment processes which all applicants will be subject to. This includes the interview process containing questions about the safeguarding of children and the disclosure of criminal records and other vetting checks.

An enhanced DBS check is required for the successful candidates, this process is completed by an online third-party company. All successful candidates are required to join the DBS update service with an annual cost of £13.

The position is also subject to two satisfactory references. Shortlisted candidates will be asked to provide details of any unspent convictions and those that would not be filtered, prior to the date of the interview.

We are committed to treating all applicants fairly and have a policy on the recruitment of ex-offenders which is available to applicants on request.

Waterton Academy Trust is wholly committed in ensuring that all employees, future employees, and applicants are treated equally regardless of age, disability, gender reassignment, marriage and civil partnership, maternity, race, religion and belief, sex, and sexual orientation.



WATERTON

ACADEMY TRUST®



Waterton Academy Trust
The Grove,
Walton,
Wakefield,
WF2 6LD