



Trustee Role Description

Trustee of ONE Multi Academies Trust

Role purpose

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 Executive Team. CEO and Executive Team are responsible for day-to-day operational management of the Trust and its academies, whereas the role of the Board is strategic. As such, Trustees are responsible for:

- Ensuring that the organisation complies with the Articles of Association, charity law, company law and any other relevant legislation or regulations
- determining the mission, values and long-term ambitious vision for the Trust
- Upholding and promoting the Sikh values and distinctiveness of the Trust
- deciding the principles that guide Trust policies and approving key policies
- appointing and appraising the CEO and Executive Team 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 academies 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

- Ensuring all children and young people are educated in a safe environment where their well-being and personal development are of the highest regard in line with Keeping children safe in education guidance and relevant statutory regulations.

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the Trustee has special expertise.

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 CEO and Executive Team to account for standards, financial probity and compliance with agreed policies
- evaluating relevant data and feedback provided by CEO and Executive Team and external reporting on all aspects of Trust performance
- asking challenging questions of the CEO and Executive Team 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

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

- attending meetings (typically 3 full board meetings each year), reading papers and preparing questions for the CEO and Executive Team in advance
- establishing and maintaining professional relationships with senior executive leaders and colleagues on the board of trustees
- getting to know academies within the Trust, including visiting occasionally during school hours
- undertaking induction training and developing knowledge and skills on an ongoing basis.

Trustees are responsible for:

- 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 Board and academy committees
- ensuring effective communication channels are in place

Expenses

Trustees receive out of pocket expenses incurred as a result of fulfilling their role as Trustee in line with the Trust expenses policy. Payments can cover incidental expenses, such as travel and dependency care, but not loss of earnings.