

November 2020

Dear Parents and Carers

The Board of Trustees for Selwood Academy currently has a vacancy for three Parent Trustees. As a mother, father, carer of a pupil attending our school we would like to invite you to put your name forward for consideration if you feel you have the required skills for the role.

The Role of the Trust Board

The Academy's Trust Board is responsible for providing confident and strategic leadership, ensuring clarity in the vision and ethos of the school and creating robust accountability, oversight and assurance for the school's educational and financial performance. The Board is passionate about education and committed to continuous school improvement to ensure the best possible outcomes for our pupils.

The Role of a Parent Trustee

This is a parent/carer of a pupil attending the School and who is elected by the parents/carers to give a parental perspective in discussions and decisions. In addition, it would be expected that Parent Trustees bring a range of skills that will help them to contribute effectively to the work of the Trust Board. It is important to note that the role does not require you to communicate with the trustees on behalf of other parents, the Academy has its own protocols for such communications.

As a Parent Trustee, you will work with the Board to ensure it effectively carries out the duties referred to above. You will also play a vital role in ensuring that the Board is connected with, and is aware of the view of, parents and the local community.

To be a Parent Trustee, you should have:

- A strong commitment to the role and to improving outcomes for children
- Good inter-personal skills, curiosity, and a willingness to learn and develop new skills
- The specific skills required to ensure the Trust Board delivers effective governance which are detailed below.

We are looking for people who have skills and knowledge in the following areas:

- Finance, especially Accountancy
- Human Resources
- Legal knowledge.

Expectations of a Trustee

The expectations of Trustees have increased and in order to contribute effectively, all Trustees will be expected to:

- Be committed to upholding the values and ethos of the School;
- Attend & contribute to meetings of the Board of Trustees (approximately 5 per year);
- In addition attend a subcommittee which meets an additional 3 times per year.
- To visit the School throughout the year, during the 'working' day
- Analyse information, make observations and be proactive in seeking ways in which the School could further enhance outcomes for all pupils;
- Engage in constructive discussions that will involve questioning and challenging points of view and holding the Headteacher to account;
- Review and agree policies & guidance, ensuring that the School is working effectively within legal frameworks.

'Let your light shine before others' Matthew 5 v 16
Head Teacher: Mrs Jean Hopegood BA(Hons) NPQH

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Safeguarding is everyone's responsibility - Selwood Academy is committed to safeguarding and promoting the welfare of our children and we expect all members of staff, volunteers and visitors to share this commitment.

It is estimated that the role equates to approximately 30 hours per school year. *Covid-19 Note: All meetings are currently being held remotely via MS Teams.*

So why do people do it?

- It is a great chance to give something back to the School and to take an active role in shaping the future and bettering the outcomes for all the pupils within the School;
- Trustees are privileged to be able to see at first hand the impact of the hard work that they put into the strategic planning of the School.

If you have any queries, or would like to find out more about the role, please contact our Chair of Trustees (Clare Cardnell) via the School for a further discussion. (You may also wish to contact the Education Department of the Diocese of Bath and Wells on 01749 670777 or email education@bathwells.anglican.org). A copy of the 'Guide for prospective School Governors' in Somerset can also be obtained from the Clerk to Trustees.

How to apply

If you are interested in applying for the role, please complete the Parent Trustee Nomination Form available on our website and return it via email to Emma Hardy (ehardy1@educ.somerset.gov.uk), Clerk to Trustees, **no later than 12pm on Friday 27 November 2020**. If we receive more applications than there are vacancies, parents/carers will be invited to take part in a secret ballot. We will inform you if we have to do this.

Yours faithfully



Mrs J Hopegood
Headteacher

