



Trinity Academy Newcastle Trust

Recruitment Pack



Being Calm, Kind and Honest

By Becoming Trauma-Informed

To create Confident, Competent and Kind Citizens of the Future



North East
Better Health
at Work Award
Bronze Award



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Striving for excellence



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Trinity Academy Newcastle Trust

Welcome



May I take the opportunity to thank you for expressing an interest in applying for a position in the Governance structure at Trinity Academy Newcastle Trust.

Trinity Academy Newcastle Trust offers excellent facilities and opportunities for its learners, many of whom come from very challenging backgrounds. The Trust takes pride in offering its students the best possible support during their time in the Academy and in helping them to prepare them for life after school. The Trust offers many varied and unique facilities for its students to help them to achieve their full potential in the future.

During the last decade, and in particular, the last four or five years, the 'Educational Picture' of the country has changed very significantly. There are many challenges on the road ahead, especially with pressures to take on increasing numbers and the impact of decreasing funding through the Government's forthcoming Higher Needs funding proposals. The Board of Directors will continue to work closely with the Trust's leadership team to meet these challenges and to take the Trust forward as an excellent example of an outstanding setting for the type of specialist provision that it offers.

The Board will also support the Trust's leadership in taking the Trust forward as a new Multi-Academy Trust (MAT). As the new MAT develops, we will look to welcome other schools into our Trust and to share the best practices and techniques for the benefit of all our students and their families.

Vision Statement

"Creating confident, competent and kind citizens of the future".

The Trust is committed to safeguarding and promoting the welfare of children and young people. Safer recruitment practices will be undertaken before any appointment is confirmed, please refer to the enclosed information on safer recruitment.

During the application/selection process if you require special arrangements at any of the recruitment stages, please do not hesitate to contact the Trust.

Please ensure that you read all of the instructions for applying very carefully and complete the application form in full. Please do not attach any supplementary documents, as the application form is the only document we consider.

If this fantastic opportunity excites you, I look forward to your application.

Regards,

Peter Carter | Chair of Board of Directors

Lynn McNally | CEO

Trinity Academy Newcastle Trust





Trinity Academy Newcastle Trust



Our Academies

TAN

Trinity Academy Newcastle aims to provide a personalised curriculum, combining core subjects with more specialist choices where the learners individual needs are paramount. We want our learners to gain both skills and qualifications to equip them for future life and employment opportunities.

TANB

Trinity Academy New Bridge aims to provide a personalised curriculum, combining core subjects with more specialist choices where the learners individual needs are paramount. We want our students to gain both skills and qualifications to equip them for future life and employment opportunities.

TSA

Trinity Solutions Academy pledge is to work hard to develop an innovative and engaging programme that is truly responsive to the needs of each individual learner. Our skilled and friendly staff aim to provide outstanding learning and support, working with our learners to create, nurture and sustain a transition to further learning and/or employment.

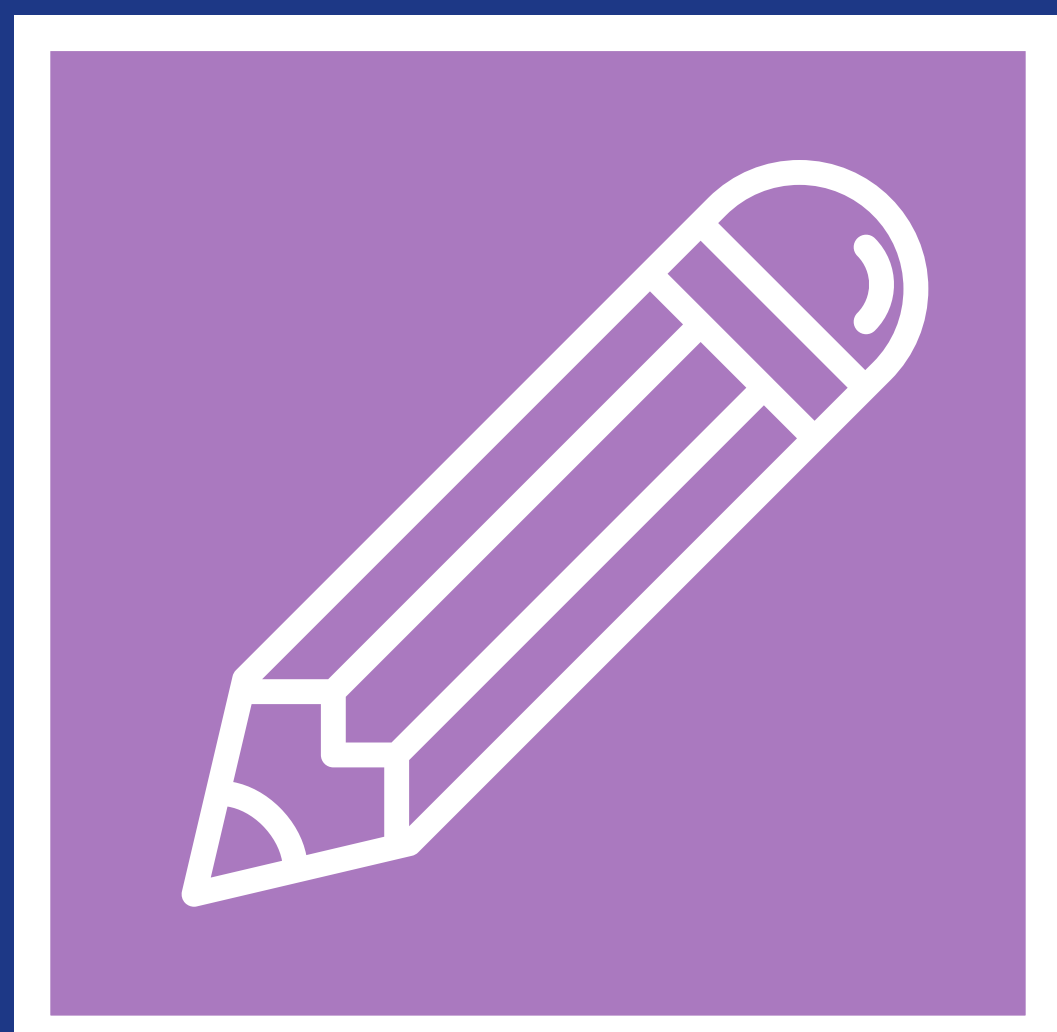
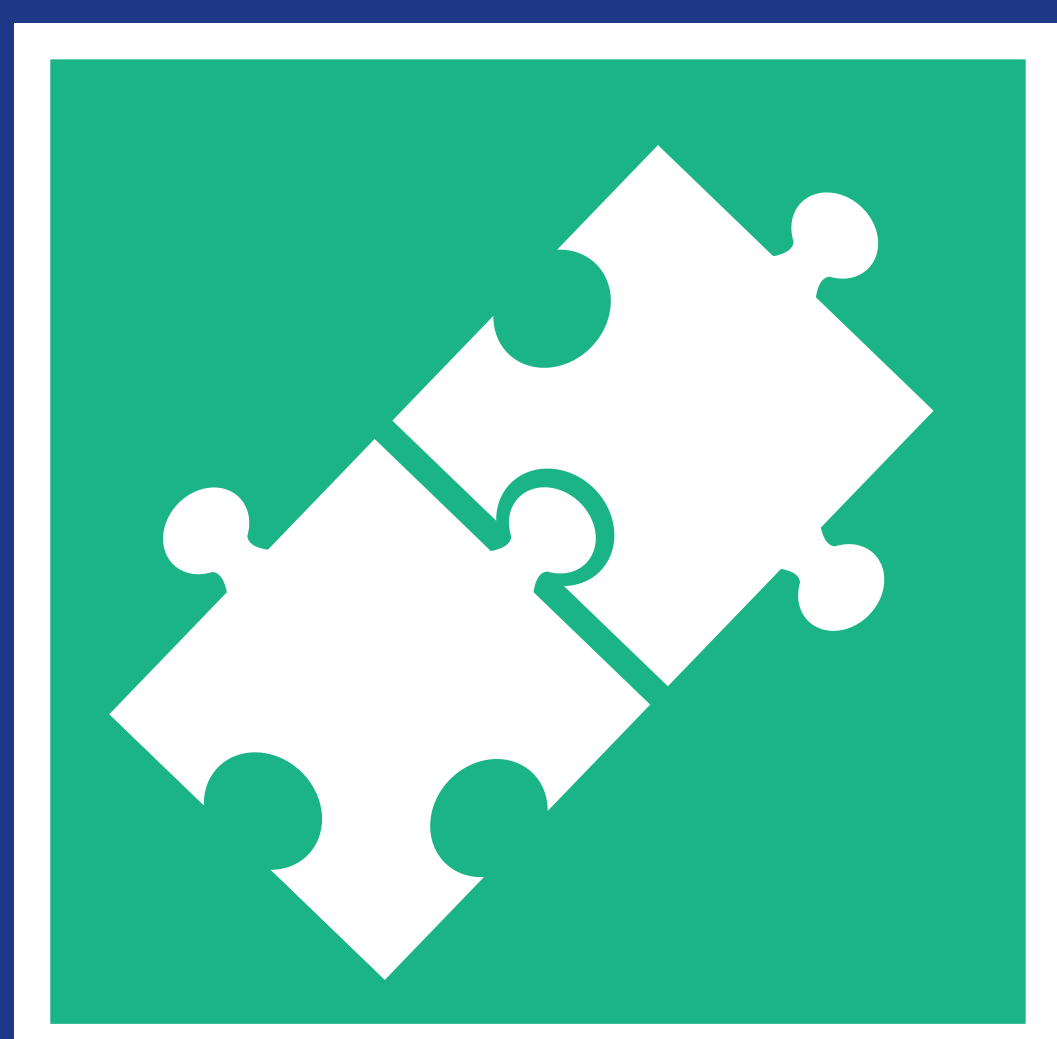
TPSL

Trinity Post-16 Solutions Ltd offers bespoke packages to young people aged 16-25 who have additional support needs. Learners who have learning difficulties and/or disabilities (LLDD) are provided with a study programme that equips them with the skills needed for adulthood. Bespoke programmes are tailor made to meet the individual needs and aspirations of each learner.

Benefits of Joining

Benefits of joining our Trust:

1. Commitment to CPD & a vision of 'growing our own'.
2. Access to NGA gold membership and online training
3. A Board of Directors that is Committed to Staff Wellbeing & Mental Health.
4. Working with Industry Partners on a Regular Basis.
5. A Leadership Team that is Committed to Team Building and One Trust Vision.
6. Shaping the curriculum for the learners in the Trust.
7. A very strong school ethos around calm, kindness and honest is reinforced by senior leaders and distilled through all school staff. There is a strong focus on parenting throughout the Trust, underpinning much of its work and embedding a common sense of purpose among staff.





Trinity Academy Newcastle Trust

Governance Contribution

Directors should ensure that they are making positive and meaningful contribution to the Board by:

- Attending meetings (typically 6 full board meetings a year and 6 committee meetings if join a committee, or 6 local advisory board meetings)
- Reading papers and preparing questions for the leadership on advance of the meetings
- Establishing and maintaining professional relationships with lenders and colleagues, including visiting occasionally during school hours
- Undertaking induction training and developing knowledge and skills on an ongoing basis

Roles Available

- Non-executive Director on Board of Directors
- Governor on Local Advisory Board

Further information can be viewed on the Trust website **www.tanmat.org**



Trinity Academy Newcastle Trust

Job Description - Director

Post Title: Director

Responsible to: Chair of Board of Directors

Job Purpose:

The Board of Directors provides strategic leadership and accountability across the Trust. There are three key functions:-

- Overseeing the financial performance of the Trust and making sure it's money is well spent
- Holding the CEO to account for the educational performance of the Trust and it's pupils.
- Ensuring clarity of vision, ethos and strategic direction.

The Board of Directors will work closely with the Trust's Senior Executive Team to challenge and to take the Trust forward as an excellent example for the type of alternative provision that it offers.

Being a Director is a commitment to attending Board and Committee meetings that consider issues such as setting the Trust's vision, mitigating financial risk and scrutinising educational outcomes, as well as overseeing the management side of the Trust.

Main Responsibilities: The following list is typical of the level of duties that the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.



Trinity Academy Newcastle Trust

Job Description - Director

Director contribution

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- Reading papers and preparing questions for the leadership on advance of the meetings
- Establishing and maintaining professional relationships with lenders and colleagues, including visiting occasionally during school hours
- Undertaking induction training and developing knowledge and skills on an ongoing basis
- Directors should ensure that they are making positive and meaningful contributions
- Monitoring and evaluation Academy performance

Monitoring and evaluation Academy performance

Directors must monitor the priorities that have been set to ensure progress is being made by:

- Measuring the academy's progress towards its objectives
- Ensuring the required policies and procedures are in place and the academies is operation effectively in line with these policies.
- Holding the CEO to account for standards, and compliance with agreed policies.
- Evaluating relevant data
- Asking challenging questions of the CEO and SLT in order to hold them to account.



Trinity Academy Newcastle Trust

Job Description - Governor

Post Title: Governor

Responsible to: Chair of Local Advisory Board

The Local Advisory Boards (LAB's) consists of a group of people who could be parents, local governors, community nominees and academy staff. There are five key roles for the LAB's;

- To advise/ act as a critical friend to the Head of school,
- To support the academy during an Ofsted inspection
- To advise to the Board of Directors about local issues they need to consider that affect the Academy.
- Represent the interest if the Academy community in the running of the Academy
- Represent the Academy in its community.
- Provide support to the Head of School in undertaking appropriate day-to-day procedures that are essential to the life of the academy.

The main purpose of these roles is to enable LABs to be able to express and act on local views and issues – views of parents and the community etc. One of the key purposes of a LAB is to ensure that the Academy is being a good expression of what and who TANMAT is in the local community. Therefore, these roles are about ensuring that the TANMAT Ethos is “lived” out in the Academy on a day to day basis.

The five roles translate specifically into the following tasks that the LAB undertakes:

- It acts as a key link between the Academy, parents and local community;
- It supports the work of the Academy in the community;
- It supports the Head of School and Academy Leadership Team in the development and implementation of the Academy Development Plan and other relevant plans, ensuring that the TANMAT ethos remains at the heart of the Academy community;
- It helps on the ground with the implementation of certain Academy policies;
- It offers challenging but positive and proactive support to the Head of School;
- It regularly reviews the Academy's performance in relation to the KPIs (Key Performance Indicators).



Trinity Academy Newcastle Trust

Person Specification

Every Director is expected to abide by the Trusts Code of Conduct and the seven principles of public life set out by Lord Nolan: selflessness, integrity, objectivity, accountability, openness, honesty and leadership. The Board considers the following as essential skills and attributes for membership of the Board of Directors.

Personal Qualities:

1.	Commitment to the ethos and values of Trinity Academy Multi-Academy Trust
2.	Commitment to the education and welfare of our learners
3.	Commitment to equal opportunities and the promotion of diversity
4.	Independence of thought and sound judgement
5.	Ability to work as part of a team
6.	Commitment to seeking and taking account of the views of stakeholders (eg parents/carers and pupils)
7.	Respect for the work and views of other Directors, local Governors and staff
8.	Willingness to devote time, enthusiasm and effort to the duties and responsibilities of a Director
9.	Willingness to consider different views and then support the agree collective decision made

Aptitude and skills:

10.	Understanding and acceptance of the legal duties and responsibilities
11.	Ability to challenge current thinking, the method of governance and management of the academy in a constructive manner and in the best interests of the Trust.
12.	Ability to evaluate and interpret management information and other data/evidence
13.	Ability to play a strategic role to successfully effect change and meet the objectives of the Trust.
14.	Eagerness to reflect and learn



Trinity Academy Newcastle Trust

Person Specification - Director

Desirable knowledge/ experience:

Specific Professional knowledge and experience in at least one of the following:

1.	School governance
2.	Educational leadership experience
3.	Financial expertise of school education in England
4.	Change management
5.	Monitoring and evaluating performance in the commercial and/or not for profit sectors
6.	Recruitment and human resources expertise, including employment legislation
7.	Business development experience/ expertise
8.	Risk management experience/ expertise
9.	Property and estate management
10.	Marketing, media and PR





Trinity Academy Newcastle Trust

Person Specification - Director

Expenses

Directors receive out of pocket expenses incurred as a result of fulfilling their role as a Director. Payment can cover incidental expenses, such as travel and dependency care, but not loss of earnings.

Time Commitment

The average time commitment is six to eight hours per month, this includes meetings, background reading and school visits.

Training and Support

We have a induction process to help you get up to speed quickly, which includes access to all of the relevant and statutory training needs and National Governance Association membership and online training.

Location of Board meetings

Committee Meeting and Board of Directors meetings will take place at Trinity Academy Newcastle—Upper Site, Condercum Road, Newcastle, NE4 8XJ.





Trinity Academy Newcastle Trust

Completing your Application

- Please use the standard Trust's Application Form and ensure that you provide evidence about how you meet the criteria in the person specification that are assessed at the application stage in the 'skills, knowledge and experience' section.
- You need to complete a Safe Recruitment Form to declare whether you have any relevant criminal convictions. We will carry out an enhanced DBS check for the successful candidate.
- Please submit your completed Application Form and Safer Recruitment Form by email to central.admin@tanmat.org

Contact Us:

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