



School Performance Review Board Member Candidate Pack

Candidate Pack



PONTEFRACT
ACADEMIES TRUST

Welcome from the CEO

Dear applicant,

Welcome to the Pontefract Academies Trust family of schools and thank you for your interest in becoming an SPRB Member. School and academy governors are one of the country's largest volunteer forces and have an important part to play in raising school standards. The role of the local governing board, or as we call them School Performance Review Boards (SPRBs), is key to a school's effectiveness.

Ofsted has described common characteristics of what is sometimes referred to as 'stronger trusts' and included 'clear frameworks of governance, accountability and delegation'. The trusts it described positively were 'able to draw on the expertise of a cadre of trustees or non-executive directors who use their range of skills and experience to monitor performance.'

Our vision is for all our young people to make outstanding progress. We have started our improvement journey, but we will never reach the end, as you all know. Pontefract Academies Trust serves nearly 4,000 pupils and their families; providing great education will make a difference to them and the communities in which they live. SPRBs work as a team to support schools. They challenge their progress and make sure that pupils are getting the education they deserve. Inspection evidence tells us that there is a relationship between good governance, the quality of leadership and management, and the quality of pupil achievement.

All our SPRB members are valued members of the Pontefract Academies Trust family of schools and can make a positive difference to the lives of young people through education.

We look forward to hearing from you.



Julian Appleyard OBE
CEO



About the Trust.

Achievement Without Excuses.

We have an unwavering focus on achievement. This is paramount so that all of our children and young people enjoy greater life chances.

We take responsibility for ensuring that they succeed. We own our own performance and do not rest on our laurels or seek to blame others.

Excellence As Standard.

We set high standards. "Good enough" is simply not. We do not accept second best from our pupils or ourselves.

The Trust aims to be a highly reliable school improvement organisation that is disciplined in its approach to improving performance. A Trust with clear plans and simple and precisely executed systems that not only develop and sustain excellent performance, but never stifle individual flair.

Stronger As One.

We take collective responsibility for each other and the results of all of our children and young people. We enjoy sharing our success as a Trust while recognising the strengths of individuals and each school. To this end, collective accountability is rooted in a "if one fails we all fail" mentality.

As a family of schools we collaborate with each other, challenge each other and share best practice. We do not let competition get in the way of our desire to get the best outcomes for all.

Our Mission.

Running top-quality, high-achieving schools that give our children and young people the chance in life they deserve.

Our Vision.

Where every child and young person makes outstanding progress.

Our People Matter.

We know that our people make a difference to the lives of our 3–16-year-olds. We want to make our schools places where great teachers want to teach, lead and build a career. Investment in the recruitment, development and retention of the best people is a top priority.

We aim to provide professional work environments where our people have the support and tools to do a great job and push our children and young people to scale new heights in a safe and secure environment.

Pupils Come First.

Our schools are run for the benefit of children and young people, not the ease of adults. Their achievement comes first and staff in schools and the central Trust office work to this end.

The Trust aims to keep low priority tasks away from front line teachers and leaders so that they can focus explicitly on our core business of teaching and learning.

Our Schools.

The Pontefract Academies Trust family includes a range of schools across Pontefract. We provide education from nursery, through primary and secondary.

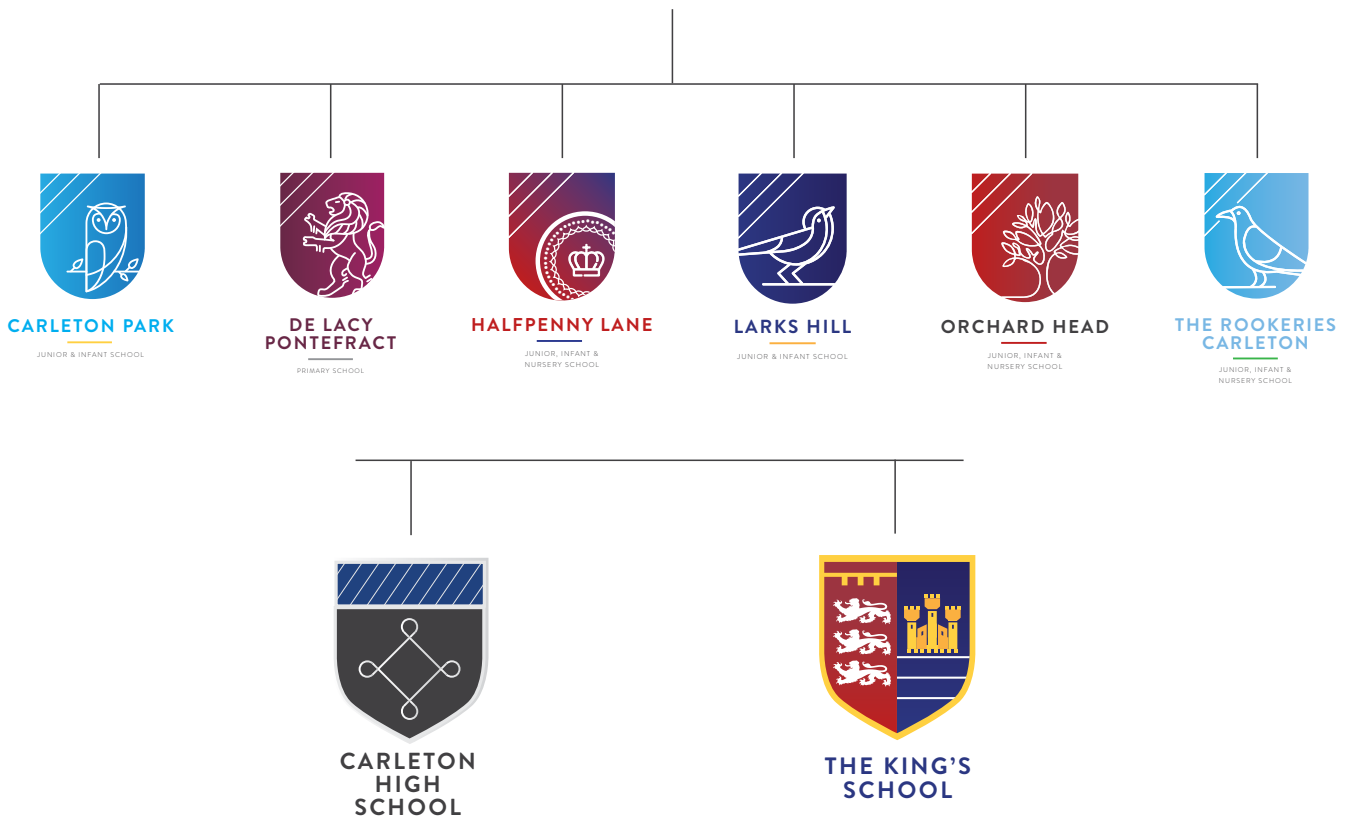
Each school is individual and responds to the needs of its local community to provide the best possible opportunity for its young people. However, being part of a Multi Academy Trust means each school can benefit from shared resources and systems that allow collaboration for the benefit of our children and young people.

8 SCHOOLS

ONE TRUST



PONTEFRACT
ACADEMIES TRUST



About our Schools.

Our school's SPRB's are a sub-committee of the Trust Board and have various responsibilities delegated to them through the Pontefract Academies Trust Governance Policy and Scheme of Delegation.



Carleton High School and The King's School

Carleton High School is an 11-16 school with a planned admission number of 210 pupils in each year group. The school ethos is based on a mantra of **'Culture + Consistency = Excellence'**.

The King's School is an 11-16 school with a long history being founded in 1139 making it one of the four oldest schools in Yorkshire. The school has a planned admission number of 210 pupils in each year group. The school ethos is based on a mantra of **'Culture + Consistency = Excellence'**.



Carleton Park Junior & Infant School and The Rookeries Carleton Junior & Infant School

Carleton Park Junior & Infant School is a one form entry school. The school believes that all adults and children who enter the school have equal worth. The school converted to academy status in 2013 when it joined Pontefract Academies Trust. The school ethos is based on a mantra of **'Be the best you can be'**.

The Rookeries Carleton Junior, Infant & Nursery School joined Pontefract Academies Trust in 2013. The school aims to provide a creative, enjoyable, and rewarding learning experience for each child in an inclusive, secure and stimulating environment. The school ethos is based on a mantra of **'Together we believe, we will flourish and achieve'**.



De Lacy Pontefract Primary School and Larks Hill Junior & Infant School

De Lacy Primary School opened in the summer of 2010. The School replaced Pontefract Willow Park Junior School and Pontefract Chequerfield Infant School and joined Pontefract Academies Trust in 2013. The school ethos is based on a mantra of **'Widening Horizons'**.

Larks Hill Junior & Infant School is a one form entry school. The school is committed to investing in all children to prepare and provide them with the educational and life skills they'll need to be successful in their senior schools and future careers. The school ethos is based on a mantra of **'Together everyone achieves more'**.



Halfpenny Lane Junior, Infant & Nursery School and Orchard Head Junior, Infant & Nursery School

Halfpenny Lane Junior, Infant & Nursery School is a larger than average primary school and is two form entry. The school ethos is based on a mantra of **'Dream, Believe, Achieve'**.

Orchard Head Junior, Infant & Nursery School is a one and half form entry school. The school aims to work in close partnership with the families of children in the school to ensure that every child, every day, learns and achieves. The school ethos is based on a mantra of **'Value, Respect & Appreciate Everyone'**.

Introduction To Governance.

Pontefract Academies Trust is an exempt charity, this means we operate like any other charity but are not regulated by the Charity Commission instead overseen by an alternative regulator, in this case the Secretary of State for Education.

The main documents that set out how we operate are our Articles of Association, which set our internal structure, and the Master Funding Agreement, which is the legal contract with the Secretary of State under which we run our schools. In addition, there are separate Supplemental Funding Agreements for each individual school.

We are also governed by the Department for Education's Academies Financial Handbook, Governance Handbook and various pieces of legislation relating to both schools and charities.

The Trust was created under the provisions of the Academies Act 2010, as amended by the Education Act 2011. Its structure of governance is constituted under the Articles of Association.

The Trust is an exempt charity by virtue of the Charities Act 2011.

The Funding Agreement between the Department for Education (DfE) and the Trust sets out the terms and conditions on which the grant is made. The Trust Board is responsible for ensuring that the conditions of the grant are met. As part of this process the Trust is required to have in place appropriate arrangements for sound governance, financial management, securing value for money and accounting, and for using public funds for the purposes for which they were intended by Parliament.

This Trust Board is accountable in law for all decisions about its schools. This does not mean that the Trust Board is required to make all of the decisions itself. Some decisions can be, and are delegated, including to SPRB, delegated officers, and other Trust Board established committees. The Scheme of Delegation sets out the framework which the Trust Board has approved.

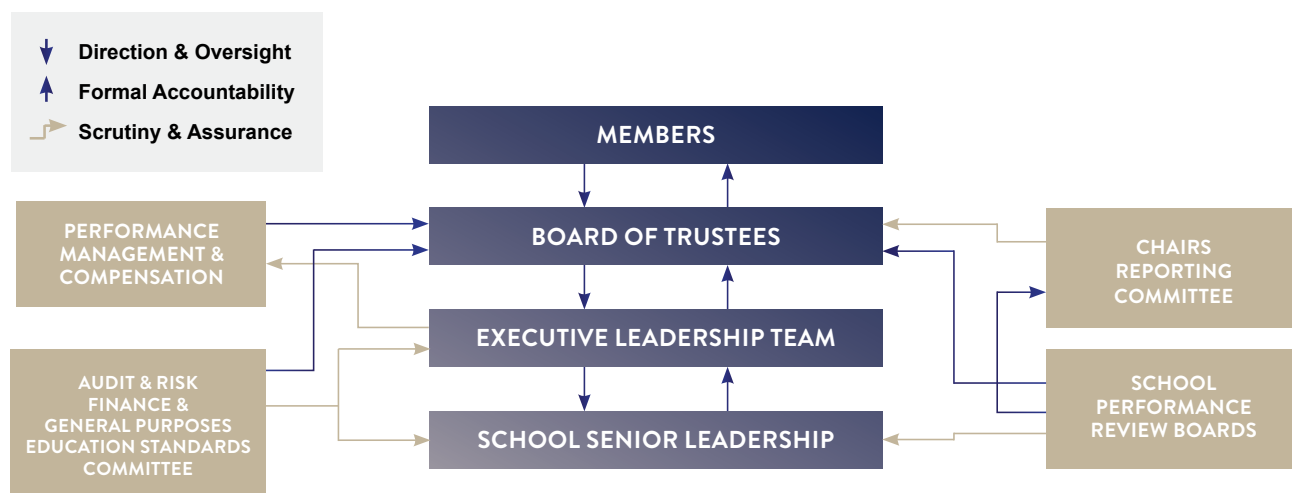
Our Governance Structure.

Our formal structures are designed to give robust oversight and management of our schools, without unnecessarily restricting innovation.

Trustees provide strategic oversight and ensure that the Trust meets its legal obligations and statutory compliance duties, both directly and through the Audit and Risk Committee.

Formulation of strategy and day to day operations are delegated to the Chief Executive Officer. He is supported by an Executive Leadership Team, our Headteachers and professional experts within our central services team.

Our Headteachers are challenged and supported by School Performance Review Boards (SPRBs). These are individual to each school. Our SPRB members are appointed by the Trust Board, ensuring we have the balance of skills required to oversee a modern school.



The Role: School Performance Review Board Member

Duties:

- To provide independent challenge to the school leadership, primarily in respect of pupil performance, the quality of the school experience and execution of the school improvement plan.
- To work in partnership with the Trust and school leadership to ensure an active, high quality effective programme of stakeholders and community engagement.
- To have responsibility for pupil attainment, progress, behaviour, attendance, and safety.
- To recommend the school targets to the Trust Board.
- To have an overview and give feedback to the Trust Board on the school improvement plan.
- To play a statutory role regarding pupil behaviour and reviewing exclusions, along with an oversight of complaints and the recommendation of any improvements required.
- To meet with Ofsted inspectors in the key area of governance during an inspection.

Term of Office

- Any representative shall hold and vacate office in accordance with the terms of their appointment but (except in the case of the Headteacher) the length of their term of office shall not exceed four years.
- Subject to remaining eligible to be a representative of the SPRB they may be re-appointed for consecutive periods.

Meetings: Four per year

The SPRB shall meet formally four times per year and shall hold such other meetings as may be necessary.

All meetings shall be convened by the Clerk to the SPRB, who shall send to the Representatives written notice of the meeting and a copy of the agenda at least seven clear days in advance of the meeting.

A special meeting of the SPRB shall be called by the Clerk whenever requested by the Chair or at the request in writing by any three representatives. Where there are matters demanding urgent consideration, the Chair or, in his absence, the Vice-Chair may waive the need for seven days' notice of the meeting and substitute such notice as they see fit.

The convening of a meeting and the proceedings conducted shall not be invalidated by reason of any individual not having received written notice of the meeting or a copy of the agenda.

Further Opportunities:

For members who wish to have more involvement we have three linked roles which involve visiting the schools and reporting back against a list of questions you will be supplied with, in addition to any other questions you may determine yourself.

Additional training for these roles is provided. The roles are:

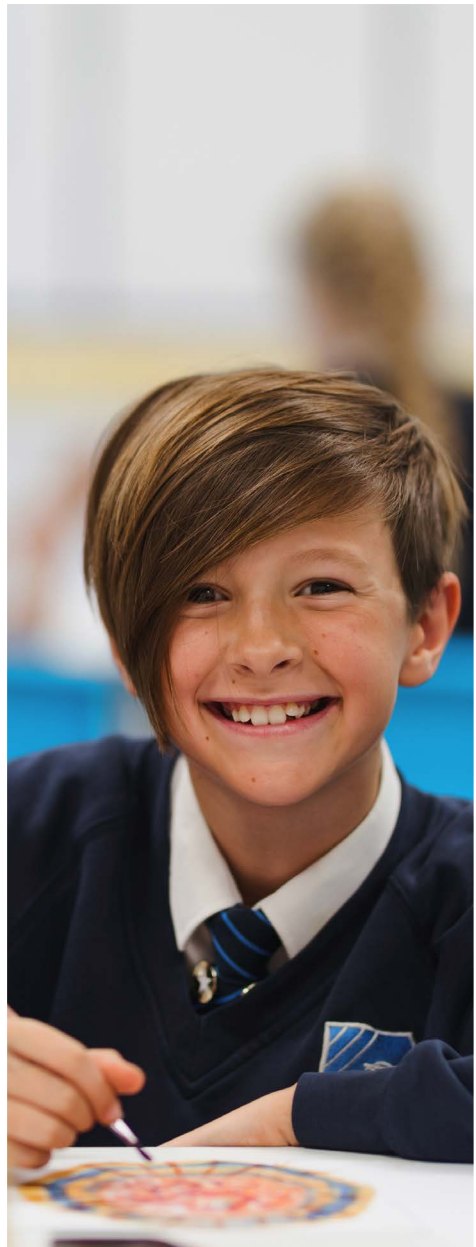
- Safeguarding,
- Pupil Premium,
- Special Educational Needs.

Additional governance training is available once successfully appointed. These include courses such as:

- Different models of governance,
- Ofsted and the new inspection framework,
- Your organisation: understanding school structures and what children should learn.

How to apply:

To register your interest please submit a letter via email to clerk@patrust.org.uk. Your letter should outline the skills and experience you will bring to this role. A member of the Trust Board/Clerk to the Trust Board will discuss your letter with you, with the final appointment being made at the next Trust Board meeting.



Pontefract Academies Trust

The Barracks Business Centre,
Wakefield Road Pontefract,
WF8 4HH.

Tel: 01977 232146

Email: adminsupport@patrust.org.uk

Twitter: @PontefractAT

Registered Company: 08445158

The Pontefract Academies Trust are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to DBS checks along with other relevant pre-employment checks.