



BSAT Trustee Recruitment Pack

March 2020

BSAT Recruitment Pack

BSAT is an exceptional Trust and we are seeking two exceptional Trustees with the skills to help us grow and share our excellence. We are currently comprised of two special schools – Manor School and The Avenue in North West London. Manor School was recognised as ‘School of the Year’ in 2019 and has also achieved an ‘Outstanding’ Ofsted grade in February 2020.

Our schools specialise in meeting the educational needs of children and young people with a range of learning difficulties including those who may have autism and physical or sensory needs. We are looking for two Trustees to join our Board, including one Chair of Trustees.

Being a Trustee of special schools is an incredibly rewarding experience. Trustees can transform the lives of children and young people. Working as a team, Trustees support and challenge senior school leadership. Your professional skills and expertise are harnessed to make strategic decisions that improve the learning environment and future prospects for children in our schools. You don't need prior knowledge or experience working with people with special needs to become a Trustee - your skills can help our children achieve their best and make a successful transition into their adult lives.

For a confidential discussion, to visit our Trust or find out more, please get in touch via the email address below or visit www.bsat.london

If you would like to join us, please send your CV and short cover letter including your motivation for applying and the skills and experience which you would bring to our Board to: governance@bsat.london



About BSAT

We are a small but growing Multi Academy Trust of Special Schools based in North West London. Our Trust has been set up by educationalists with a passion for ensuring high quality teaching and aspiration for all pupils. Our underpinning motto is 'love, learn, laugh'. All of our schools have their own ethos and character. But they all share the same mission: to give all of our pupils an outstanding education which enables them to explore, think, discover, create and achieve, and so realise their full potential in the context of our Vision.

Manor School converted to academy status and became a member of the Brent Specialist Academy Trust in April 2017. The Avenue opened in September 2019 and is a much needed new school set up to meet the growing demand for special school places and to further improve provision for pupils with autism and complex needs.

As a Trust, we believe that all children work best when learning together in a safe, secure, happy and positive environment. We do our utmost to facilitate learning within a creative, inspiring and quality environment. Our staff are passionate about ensuring every pupil is achieving their best and fulfilling their potential. Everyone is valued at our schools; our pupils, our parents, our staff, our visitors and our volunteers. Our Trust believes that everyone is a learner, everyone is a leader and this 'golden thread' is weaved into all that we do; when pupils and staff feel empowered, mentally stimulated, invested and believed in they will flourish and do their best. Our Trust operates as a 'family' to deliver school-to-school improvement, going the extra mile for all our children and young people. We are passionate about dispelling the myth that only certain children and young people are able to achieve. We are always learning and striving to be the best schools that we can be. We also try hard to work in partnership with parents to create trust and understanding to ensure all of our pupils make excellent progress from their own starting point.



The BSAT Approach

Our Trust originates from an outstanding special school in North West London that has developed a highly regarded school improvement, training and partnership offer. Our original school is vastly oversubscribed and, to meet demand for places, we decided to open a free school and to develop our own Multi Academy Trust.

Our aim is not to grow an empire of schools but rather our compulsion is to share our proven approach to sustained school improvement for the benefit of children, young people and their communities. We aim to grow into a well-rounded, self-determining, self-improving, family group of schools within 45 minutes travelling time of each other to provide excellent support mechanisms and sharing of expertise. All of our Trust schools will benefit from partnership working, supported by a network of quality assured services that keep them legal, financially robust, continually improving and enjoying the economies of scale that this will bring. We believe in providing exceptional educational experiences for all, and our School Promise is part of how we provide this. Each pupil benefits from seminal experiences that help them to develop life experience, curiosity in the world around them, resilience and ambition as they move through the phases of their life. We are passionate about system-led change – our Trust is built upon the principle of schools supporting schools; being open in their approach and readily sharing resources and thinking both within the family and with other schools.



Governance at BSAT

Governance of BSAT lies with the Trust Board; a group of professional volunteers who provide support and challenge to each school as required, holding each school to account for its financial effectiveness and for the standards in education.

Our Trustees are responsible to the Government for the performance of all of our schools, ensuring clarity of vision and strategic direction, holding each school to account for its educational performance, and making sure money is well spent. Each school's Local Academy Board provides local governance. They also provide support and challenge to the school's leadership team. Working together, the Trust, Local Academy Board and the Trust Executive Education Team provide support and challenge to the Headteachers and school leaders to promote the highest possible standards and continual improvement. You can find out more about our Board and governance here: <http://bsat.london/governance>

Our Governance Structure

Members Supervisory role to hold the Board of Trustees to account	
Trustees Overall strategic responsibility for the Trust. BSAT has four Committees: 1) Finance and Resources Committee 2) Audit, Risk and Compliance Committee 3) Pay Committee	
BSAT Executive Education Team The Executive team implement the strategic and operational functions of the Trust; as well as quality assure and oversee standards and performance across the Trust.	
Head Teachers Ensures effective operations within the school, with strategic authority within their school context.	Local Academy Boards Supports and challenges educational performance at the local level; including overseeing school standards

About joining the BSAT Board

What can I expect to gain from joining the Board?

Trustees make a valuable contribution to children's education, opportunities and futures. Being a Trustee is a challenging but hugely rewarding role. It will give you the chance to make a real difference to young people, give something back to your local community and use and develop your skills in a board-level environment. You will also be joining the largest volunteer force in the country: there are over a quarter of a million volunteers governing schools in England.

Trusts like ours need Boards that have a balance and diversity of knowledge, skills and experience to enable it to be effective. There is no requirement for you to have an understanding of the education system, just the necessary skills, character and time to contribute. There is plenty of training available to help you learn about education. BSAT needs and benefits from a range of professional knowledge on their Trustee board including in education, finance, human resources, marketing and business. As a Trustee at BSAT, you can expect to:

- Use your own experience of education and life beyond school to inform conversations.
- Develop and utilise your skills in a board-level environment.
- Make a valuable contribution to education and your community.
- Support and challenge the school so that it improves for pupils and staff.
- Bring your unique experiences, perspectives and insights into decision-making in the interests of the school community.
- Be committed to their role and to young people; confident in having courageous conversations; curious with an enquiring mind; able to challenge the status quo to improve things; collaborative to build strong relationships; critical to improve your own work and that of the Board; creative in problem solving and innovation.



What are Trustees responsible for?

The Board of Trustees has the following strategic functions:

Establishing the strategic direction, by:

- Setting and ensuring clarity of vision, values, and objectives for the school(s)/Trust.
- Agreeing the school improvement strategy, including priorities and targets.
- Meeting statutory duties.

Ensuring accountability, by:

- Appointing the lead executive/headteacher (where delegated).
- Monitoring the educational performance of the school(s) and progress towards agreed targets.
- Performance managing the lead executive/headteacher (where delegated).
- Engaging with stakeholders.
- Contributing to school self-evaluation.

Overseeing financial performance, by:

- Setting the budget.
- Monitoring spending against the budget.
- Ensuring money is well spent and value for money is obtained.
- Ensuring risks to the organisation are managed.

A fourth core function of governance:

- Ensure that other key players with a stake in the organisation get their voices heard by:
 - Gathering the views of pupils, parents and staff and reporting on the results.
 - Reaching out to the school's wider community and inviting them to play their part.
 - Using the views of stakeholders to shape the school's culture and the underpinning strategy, policies and procedures.



What are the additional responsibilities of a Chair of Trustees?

BSAT seeks an exceptional individual to step into the non-executive role of Chair of the Board and take our organisation on the next stage of its journey.

The purpose of the role is to play a pivotal role in the governance of the Trust and in setting the strategic direction for the organisation, in conjunction with the Board. The Chair will be a trustee and, as such, will serve as both a charity trustee and company director of BSAT.

The Board of Trustees manages the business of BSAT and may exercise all the powers of the Trust in compliance with its charitable objects, company and charity law.

Key responsibilities are to:

- Provide clear leadership to the Board of Trustees.
- Lead, with the CEO, the annual discussion on the Trust's strategy.
- Provide leadership and support to the CEO, where appropriate.
- Hold the CEO to account for the effective management and delivery of the Trust's aims and plans.
- Chair the Board of Trustee meetings.
- Support the CEO on the Trust's relationship with key stakeholders including the Department for Education and its sponsor – The Education Development Trust.
- Model and support the values of the Trust.
- Lead the recruitment of new independent trustees.

What kind of time commitment will be expected?

The average time commitment is 8 meetings per year, plus preparation time and additional visits to get to know our schools. This includes meetings, background reading and school visits. Each Trustee is elected for a term of office of four years. Many people choose to serve multiple terms. However, as a volunteer you can resign before your term is finished if your circumstances change. Governance is a voluntary role and, therefore, not paid.

