



## **Cambridge Meridian Academies Trust – Trustee Role**

### **Background**

Cambridge Meridian Academies Trust (“**CMAT**”) is a multi-academy trust that was incorporated in March 2011. It currently operates eight schools: Ely College, Nene Park Academy, North Cambridge Academy, Sawtry Junior Academy, Sawtry Village Academy, Stamford Welland Academy, Swavesey Village College and West Town Primary Academy. CMAT is the approved sponsor of the Northstowe Secondary School (due to open in 2019), Northstowe Special School (2019), Corby Secondary Free School (2019) and Darwin Green Secondary Academy (2021).

CMAT was established to provide, support and champion the provision of high quality education at the heart of local communities. CMAT is currently focussing its efforts in the area within approximately 20 miles around Peterborough and Cambridge and the main communications routes between.

### **CMAT’s Objectives**

CMAT aims to create a family of academy schools at all levels (primary, secondary, special and post-16) working together – and with others – to ensure the highest educational standards.

CMAT will achieve this by using economies of scale, and drawing on the breadth of the Trustees’ experience to build expertise, capacity and investment in its academies. CMAT strives to support and foster continuous improvement in education across the communities it serves.

CMAT aims to deliver, promote and inspire high quality educational provision at the heart of the communities where the CMAT academies are situated to allow:

- Every child to become a successful, confident learner, who will go on to become an employable citizen; and
- Every school to become a hub for community activities, centre for extended services and a source of immense pride for the local community.

### **What Functions Do CMAT Trustees Undertake?**

The operations of CMAT are managed by a Board of Trustees.

A non-exhaustive list of the Board's direct responsibilities include;

- Strategy and Governance
- Quality assurance: ensuring the quality of educational provision across the academies and working to improve outcomes for young people in its academies
- Managing CMAT's finances and property
- Ensuring compliance with CMAT's Funding Agreement
- Ensuring the solvency of CMAT and safeguarding CMAT's assets
- Ensuring compliance with all statutory regulations and Acts of Parliament governing the operation of Company and the Academies
- Health and safety requirements a range of policies and procedures in relation to discipline, complaints
- Appointing and dismissing the Executive Principal, Principals and Vice Principals;
- To fulfil the highest standards of corporate governance as a body entrusted with public funds
- To maintain a register of interests of the Board of Trustees, observers and senior officers
- To determine CMAT's corporate planning and strategy;
- To delegate roles and responsibilities to CMAT's Academy Councils and other committees of the Board, and to hold them accountable for outcomes
- To maintain and develop CMAT's Human Resources

## **What Level of Involvement Are CMAT's Trustees Required To Contribute?**

The responsibilities of a Trustee are on-going requiring a Trustee to commit their efforts to CMAT for the duration of their appointment. There are at least three meetings a year, one in each term plus two annual "Away Days" usually held in January and July of each year.

Board meetings are usually held from 6.00pm until 9.00pm at one of the CMAT academies.

CMAT has a number of Committees to which it delegates certain functions. These include:

- Trust Finance Committee (to meet termly)
- Trust Personnel Committee (to meet termly)
- Trust Premises Committee (to meet termly)

Each academy operated by CMAT also has an Academy Council. An Academy Council (AC) is a committee of the Board of Trustees. AC's focus on the principles of "Achievement and Inclusion" and "Standards and Ethos" and certain functions are delegated to the AC's from the Board of Trustees through Terms of Reference.

It is expected that a Trustee will join at least one of the Committees referred to above and/or act as the Chair of one of the AC's.

Trustees are also requested to become a "link trustee" with at least one academy. This role involves ensuring regular (at least half termly) contact with the Principal and Academy Chair. Trustees must also ensure that they are aware of the implications of any exceptions in the data dashboard or key minutes from AC discussions and be prepared to answer questions on or be the advocate for the academy in decision making. The link trustee should aim to attend at least one AC meeting per year to ensure that they are seen as accessible by the local members.

## **BACKGROUND EXPERIENCE REQUIREMENTS**

The successful candidate will be expected to have the following skills and experience;

- Knowledge in one of the following areas:
  - Previous extensive experience of leadership in Education, either knowledge of Primary or Secondary education or an associated organisation (for example, DFE, OFSTED, Examination Boards etc)

- Community knowledge of at least one of CMAT's academies or its locality
- A working background which demonstrates the ability to absorb large amounts of information, including financial data
- The ability to strategically assess Board papers in order to contribute to Board discussions
- Ability to work effectively as part of a team
- Willingness and ability to devote the necessary time and effort
- Impartiality, fairness and the ability to respect confidences
- Prior experience of committee of governance work is desirable

### **OTHER INFORMATION**

This is a voluntary position, however reasonable travel expenses to meetings may be reimbursed.

CMAT is committed to promoting equality of opportunity for all applicants.

CMAT aims to create an environment in which all individuals are able to make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit.