

If you wish to put yourself forward as a candidate for the role of Parent Trustee please ask two other parents to propose and second your nomination. All three of you need to complete the form below and hand it into the school office.

	Parent Nominated	Proposer	Second
Parent's Name			
Child/Children's Name/s			
Address			
<i>I agree to stand as a candidate as a Parent Governor.</i> Signature:		Signature:	Signature:

If the school receive more nominations than vacancies, then an election will be held.

Please note that for the protection of children all trustee appointments are subject to a successful completion of a DBS check.

Marlfields Primary Academy

Parent Trustees (Governors) at Marlfields

Welcome to **Marlfields Primary Academy**

All parents and carers of pupils are eligible at Marlfields to stand as Parent Trustees (similar to a Governor role) on the Trustee Board. Trustees' terms of office last for 4 years and you can remain on the Trustee Board after your child has left Marlfields Primary Academy.

This leaflet tells you all about Parent Trustees and how you can make a difference in your child's school.

If you have any questions please call
01260 633120 or email

clerktogovernors@marlfields.cheshire.sch.uk to be put in touch with a current Trustee to talk to.

The Trustee (Governing) Board is responsible for both the conduct of the academy and for promoting high standards. The Trustee Board carries out its role by setting the vision for the academy and then ensuring that the academy works efficiently and effectively towards achieving its vision. It does this by building a thorough knowledge of the academy and its community, by both supporting and constructively challenging the academy, and by ensuring accountability and compliance.

The Trustee Board of our academy is made up of Parent Trustees, Principal and Community Trustees. **A vacancy has arisen for a Parent Trustee on our Trustee Board.**

Think about becoming a Trustee if you have:

- An interest in education and the local community.
- Time and enthusiasm.
- A readiness to work in a team.

What do Trustees do:

- Trustees help to provide high standards of education in schools by
 - Setting suitable aims and objectives.
 - Agreeing policies, targets and practices.
 - Monitoring progress at a strategic level.
- The Full Governing Board usually meets at least once a term in the evening.
- Committees usually meet at least once a term and report to the Full Governing Board meetings.

The role of a Trustee:

- Visiting and getting to know the academy.
- Working with the Principal and others as a team.
- Attending termly meetings of the Full Governing Board, usually three per year.
- Reading papers before a meeting.
- Observing confidentially.
- Sitting on at least one committee and attending the scheduled meetings.
- Commitment to attend training courses and complete online training.
- Follow Department for Education guidance, available online at <https://www.gov.uk/government/publications/governance-handbook>

Frequently Asked Questions

Why do Academies have Trustee (Governing) Boards?

To ensure pupils are provided with the best education possible. The Trustee Board works in partnership with the Principal, parents and academy staff. The Trustee Board is part of the academies' leadership team and is responsible for planning and policy development.

What responsibilities do Trustees have?

Trustee Boards are corporate boards with powers and responsibilities defined by statute from the Department for Education and Companies House. They should act with integrity, objectivity, honesty and in the best interests of the academy they serve. Trustees should observe confidentiality when required, especially regarding matters concerning individual staff or pupils.

How long does a person serve as a Trustee?

A Trustee's term of office is usually 4 years and Trustees may choose to stand for re-appointment/re-election at the end of each term of office. It is possible for Parent Trustees to remain on the Trustee Board after their child has left the academy.

What training and support is available?

Cheshire East Council and other companies provide training programmes which includes courses aimed at new Trustees to help them understand their role and responsibilities. Online training is also available in the form of modules. The academy provides new Trustees with an induction pack.

How much time is involved?

Trustee Boards must hold a minimum of 3 Full Board meetings per year; one meeting per school term. There are also committees that deal with specific issues and Trustees are expected to serve on at least one of them. Committees which usually meet once or twice a term. Trustees are expected to read all reports and papers circulated to them for each meeting. In addition to this, Trustees may volunteer their time and energies to assist the school, such as a class link or subject link Trustee.

If you are interested in becoming at Parent Trustee at Marlfilds please complete the form overleaf and hand it into the office.