



**Forge Brook Trust
Trustee Application Pack**



About Our Trust

Forge Brook Trust was formed in June 2025 and incorporates Jospeh Leckie Academy, Delves Junior School, Delves Infant School, Hillary Primary School and Palfrey Infant School

We are a forward-thinking multi-academy trust working together to provide a seamless, high-quality education for children aged 2 to 18. We are proud to be a genuine family of schools, united by a shared vision and a deep commitment to improving life chances for every child in our care.

Our mission is to deliver outstanding teaching and learning through a joined-up curriculum, carefully planned transitions, and a broad, balanced educational experience. We believe that every child deserves the opportunity to thrive, regardless of background or circumstance. That's why we work collaboratively to break down barriers such as deprivation, discrimination, and special educational needs and disabilities—ensuring inclusion is at the heart of everything we do.

As a trust, we harness the collective expertise and talent across our schools to drive improvement and innovation. From cross-phase training and shared best practice to access to specialist facilities and resources, we create opportunities for staff and pupils alike to grow, lead, and succeed. Our collaborative approach also enables us to benefit from economies of scale, ensuring that resources are used efficiently and effectively to support our educational goals.

We are guided by five core values:

- **Integrity** – Acting with honesty, transparency, and accountability.
- **Collaboration** – Valuing teamwork, shared learning, and strong partnerships.
- **Inclusion** – Celebrating diversity and promoting equity for all.
- **Empowerment** – Supporting individuals to realise their potential.
- **Excellence** – Striving for the highest standards in all we do.

We are now seeking a new trustee to join our board and help shape the future of our trust. This is a unique opportunity to make a meaningful impact on the lives of children and young people across our schools. If you share our values and are passionate about education, we would love to hear from you.

Purpose of the Role

The purpose of the board of trustees is to provide the following:

Strategic leadership

Trustees help to set the trust's vision and strategy and monitor how the trust and its schools are achieving their strategic goals.

Accountability and Assurance

The board monitors the operations and performance of the trust and holds senior leaders account for these.

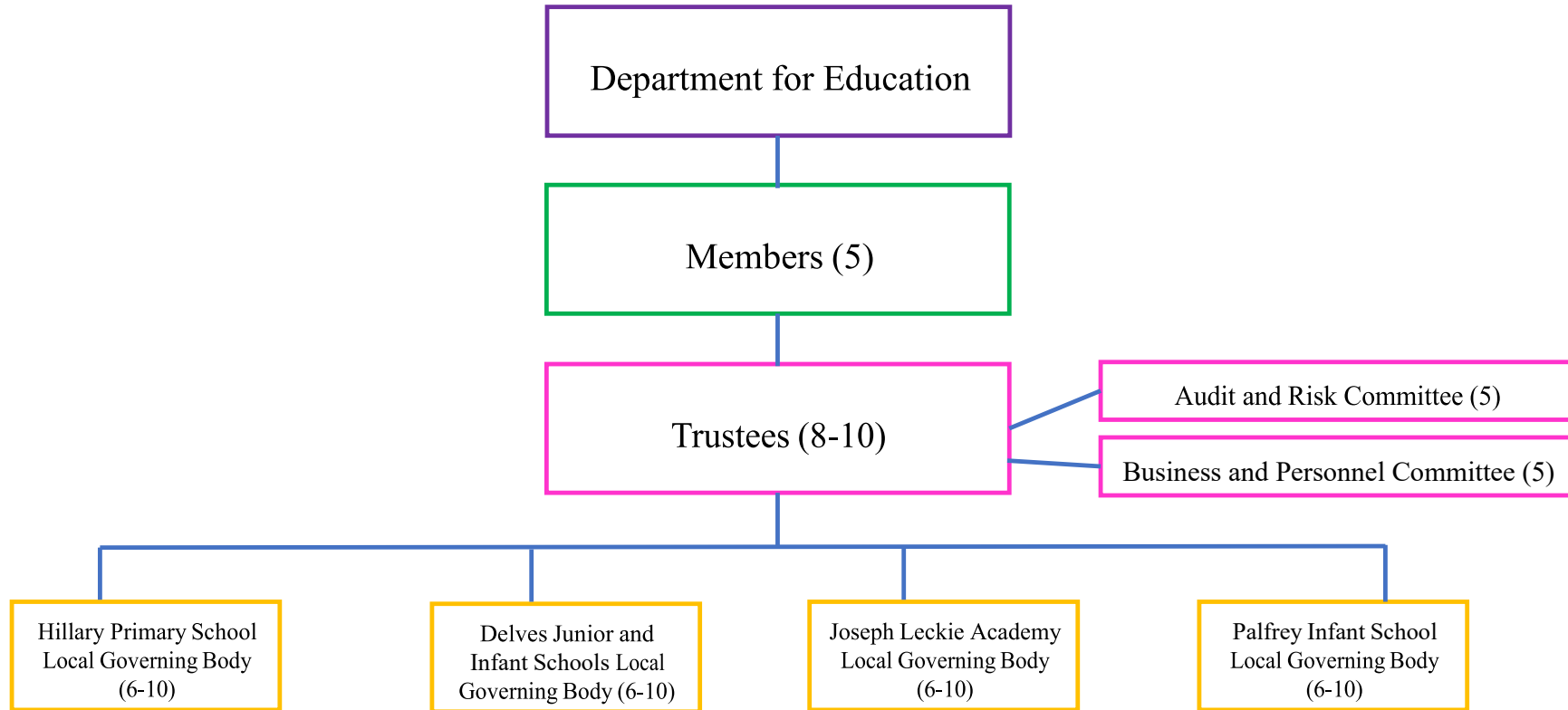
Engagement

The board ensures that the trust and schools are communicating with stakeholders – staff pupils, parents and the local community and ensures that their views are considered when making decisions.

Responsibilities of trustees

- Determining the mission, values and long-term ambitious vision for the trust
- Deciding the principles that guide trust policies and approving key policies
- Appointing and appraising the senior executive leader and making pay recommendations
- Working with senior leaders to develop a strategy for achieving the vision
- Ensuring that stakeholders are involved, consulted and informed as appropriate
- Ensuring that all schools in the trust deliver a broad and balanced curriculum such that pupils are well prepared for the next stage of their education and adult life
- Taking ownership of the trust's financial sustainability and ensuring effective resource management across the trust
- Agreeing the trust's staffing structure and keeping it under review to ensure it supports delivery of the strategy
- Ensuring robust risk management policy and procedures are in place and that risk control measures are appropriate and effective

Forge Brook Trust Governance Structure



What we require from you

You will be required to attend four board meetings per year plus 3 meetings of either the Audit and Risk committee or the Finance and Premises committee.

All meetings start at 5pm and are expected to last about 2 hours. They are usually held at Forge Brook Trust's offices although they may be held virtually via Teams on occasion.

We expect that you will attend fully prepared for meetings, having read all the papers in advance and prepared questions for senior leaders where appropriate.

You will also be expected to visit the schools during the school day on a termly basis and to complete induction training for the role, including mandatory safeguarding training.

Experience, Skills and Knowledge

You are not required to have previous governance experience as full training will be provided.

We are more interested in what skills you can bring to role.

The following skills and attributes are crucial to perform the role effectively:

- Ability to think strategically
- Good communications skills
- An interest in education

In addition, it would be useful if you have experience in one of the following areas:

- Finance
- Risk management
- Law
- HR
- Marketing and communications

What you can expect to gain from the role

- Board level experience
- Experience of strategic planning
- Skills in analysing data
- Decision making and problem-solving skills

How to apply

If you would like to express your interest in this role please complete the application form which can be found on our website and return it to j.adamson@forgebrook.co.uk

If you would like to discuss the role in more detail before submitting an application, or to arrange an informal chat with our Chair of Trustees or CEO, please contact our Lead Governance Professional Jayne Adamson on j.adamson@forgebrook.co.uk or 01922 659 110 extension 1210.