Link Trustee Role Descriptor

Professional Practice [including Pupils' Careers Guidance and Transitions]

A Link Trustee is a member of the Trust Board, appointed to oversee an aspect of work of the School. Link Trustee roles are aligned to School Improvement and support our internal self-evaluation. The roles should make maximum use of each Trustee's skills and knowledge. *[Associate Trustees cannot be a Link Trustee].*

The Role of a Link Trustee

- Make pre-arranged visits to the School, with a clear focus agreed with the Headteacher.
- Keep the Trust Board informed about the area they are responsible for, and act as a link between the Trustees and staff.
- Support and work with School Leadership Team and staff members in the relevant areas.
- Develop knowledge in their specialist area and take part in relevant training.
- Ensure the School has relevant policies and procedures in place.
- Monitor the implementation and impact of the School's strategy in their specialist 'link' area.

Introduction

The Link Trustee for Professional Practice will monitor the curriculum, including pupils' careers guidance and transitions, and pupil assessments, monitor the effectiveness of our stakeholder engagement, and ensure that leadership are providing appropriate opportunities for staff to research key areas of SEND practice relevant to the needs of pupils at Humberston Park School, to ensure sustainable provision that is always innovating and creative, to provide the best quality of pupil experience.

A key aspect of the role is to quality assure the work of the School to ensure that the strategic area of Professional Practice is working effectively and that statutory duties are discharged appropriately at all levels of governance.

The Trust will review this role annually. Any training required to support the Trustee in this role will be sourced accordingly and included in the School's CPD budget considerations.

Training

Trustees should demonstrate a commitment to further relevant training opportunities and to report them having done so to the Trust Board.

Key Responsibilities

a. To be a champion for curriculum design, pupil assessment, research-based practice and engaging stakeholders, on behalf of the Board.
b. To ensure the School's curriculum has appropriate and relative intent, that learning opportunities are implemented in a meaningful way, and that the impacts of learning are meaningful and relevant to individual pupils.
c. To ensure careers education guidance and advice for pupils meets statutory requirements, and report accordingly to Board.
d. To ensure transition and destination planning is effective and timely, involving all relevant stakeholders.
e. To ensure PSHE and Relationships & Sex Education meet statutory requirements, and report accordingly to Board.
f. Report to Board on pupil assessment, guided by School Leadership Team.
g. Ensure staff are working in a culture of innovation, developing specialist and relevant skills and knowledge, driven by local, regional, national and international research findings.
h. Ensure relationships with all stakeholders are positive, professional and that they are key in School improvement strategies.

Working with the School Leadership Team

The Link Trustee will meet/communicate with the School Leadership Team at least once per term.

<u>Other activities</u>:

i. To identify any issues and barriers to the effective governance of Professional Practice.
j. To act as a mentor as necessary.
k. To ensure that leadership across the School is consistent and purposeful.
l. To ensure that pupil voice is captured in all link visits.

Reporting

Link Trustees will feedback to the Trust board via a standard reporting form and will be recorded in the minutes as having taken place.