



DEAN CLOSE FOUNDATION

The Dean Close Foundation

Board of Trustees

The Board of Trustees are all members of the Council of the Dean Close Foundation (the Foundation). They are elected onto the Board by the members of the Council, and held to account by them for the policy and direction of the Foundation.

The Dean Close Foundation is a limited company registered in England. The Trustees are directors of the company and therefore subject to company law, which includes taking responsibility for all the financial and legal obligations of the Foundation.

The Dean Close Foundation is also a registered Charity in England. The Trustees therefore have an obligation to uphold its charitable objects and take ultimate responsibility for its direction and strategic leadership.

There can be up to 15 Trustees appointed at any one time. If there are any vacancies, the Trustee Board can temporarily second a Council member to join the Board, prior to them being recommended for approval by the Board to the Council at its next meeting.

Trustees serve for a term of four years before being eligible for re-election by the Council members, with a maximum of three terms.

On appointment, each Trustee will undergo an induction process to update them on current issues and activities within the Foundation. This might include attending internal or external training courses relating to governance issues.

The primary role of the Trustees is to set the strategic direction, the financial planning and the operational oversight of the Foundation, to ensure that these are followed by the management team. In particular, they will pay attention to quality of education provided; the spiritual, moral, social and cultural development of pupils; their welfare, health and safety; the suitability and safer recruitment of staff; the standard of premises and accommodation; the provision of information; the handling of complaints; and the leadership and management of the Foundation and its constituent parts.

Issued: September 2022

Review: September 2026

Owner: CFOO (Bursar)

The Board will report back to the Council twice a year and be accountable to them for their actions.

The Board will appoint a Chairman, whose term shall normally be up to ten years. The role of the Chairman is to act as the main link to the senior leadership team within the Foundation, to chair meetings of the Trustee Board, and to provide leadership on matters of strategy and policy. A Deputy Chairman will also be appointed, to provide support and back up for the Chairman.

Trustees will become members of one or more of the various Committees set up by the Chairman and the Board, including the Finance and General Purposes Committee (F&GP), Nominations, Safeguarding, Curriculum Development, Health & Safety, Foundation Estates Planning (FEPC), Concessions, Remunerations and Development. A Trustee will normally chair each of these Committees, which may also have membership by some of the senior leadership team and other invited attendees.

Each Trustee will be appointed as a Link Trustee to one of the schools within the Foundation. They will be expected to visit the school regularly, in order to gain a good understanding and to develop a relationship with the Head, staff and pupils. By arrangement with the Head, they may attend lessons and other school events, making themselves available to listen to staff and pupils and being a visible presence representing the Board in that school.

Trustees may also serve on the Boards of the two subsidiary companies within the Foundation, Dean Close Services Ltd (DCSL) and Dean Close Nurseries Ltd (DCNL). The Link Trustee for the Little Trees Nurseries will normally be one of the Trustees on the Board of DCNL, and will visit and take an interest in the nurseries in a similar manner to the school Link Trustees.

All Trustees share mutual responsibility for safeguarding policy and practice throughout the Foundation. They will all have taken safeguarding training, and be kept up-to-date on the latest legislation and policies relating to safeguarding issues.

Additionally, Trustees should ensure good governance throughout the Foundation, with regular oversight of key policies, and by being aware of key topics such as safer recruitment and other compliance issues.

Trustees are asked to complete an annual Conflict of Interests declaration form, and to indicate at the time of any decision, any personal or professional interests which might create a conflict in their role (eg parents when discussing fees, contractors when negotiating contracts, etc.)