

# QUAKERS in YORKSHIRE

## Role Description

**Title of role:** Breckenbrough School Trustee or Governor

**Length of term of service:** 4 Years with re-appointment up to another 4 years allowed.

### **What the role entails:**

The trustees are the governors of Breckenbrough School and collectively responsible for its governance. Trustees are also Directors of the company which runs the School. For a general description of Breckenbrough School and the role of a trustee/director see attached information.

Trustees are appointed by Quakers in Yorkshire but the school is self-governing and Quakers in Yorkshire has no responsibility for its operation.

Robust safeguarding procedures are essential for the success of the School and all trustees must abide by them.

### **Desirable skills, experience and availability of training:**

Skills in care, teaching, social organisations.

Experience of working in, or running, schools and charitable organisations employing staff.

Experience of serving on committees dealing with personal problems.

The School provides induction and opportunities for training.

### **Frequency of meetings and the time commitment envisaged:**

See attached information. Minimum three Board meetings per year plus another committee meeting three times a year. Visits to School as arranged.

The time commitment varies considerably and depends on mutually agreed responsibilities.

### **Keeping Friends informed:**

The School reports about every three years to Quakers in Yorkshire. It is useful for trustees to make known the work done by the School in their local meetings.

### **To find out more:**

Speak to the Clerk of Governors who will arrange for a tour of the school and discussion with staff.

**Date:** 2 November 2019

## **Information provided by Breckenbrough School for potential Governors**

Breckenbrough is a residential Special School for boys of average and above average ability with a range of learning and behavioural difficulties, including Asperger's Syndrome, Autistic Spectrum Disorder and Attention Deficit Hyperactivity Disorder. It is the only Quaker Foundation Residential Special School in the United Kingdom.

It is a 'special' school in so many different ways; we pride ourselves on providing a nurturing and supportive environment for all our boys to further develop their intellect and behaviour. We have a philosophy of peaceful and constructive conflict resolution to create respect, understanding, tolerance and forgiveness throughout our community.

The 40 or so boys have 'lost out' under mainstream systems. The fees paid us by the Local Authorities who place the boys are our only income; we have no backing from historical shareholdings or other investments. So our future depends on our being known to be good and on the ability of others to pay fees.

We offer support to parents before the boys arrive, provide the boys with personalised education and care during their stay; and after they leave we offer further support from our Care Officer. We help restore a boy's self-confidence, often badly damaged by earlier failure. The work ranges from securing the basics to 'Oxbridge Entrance'. Some boys' social and academic learning may barely exist, despite their being bright, some stunningly so. They present enormous challenges to staff who give them skilled care and attention, individualised teaching, respect and love.

We meet legal demands to have a governing body and be inspected by OFSTED and others. Trustees have a key role in sustaining Quakerism in the school.

### Notes on Trusteeship at Breckenbrough

Breckenbrough will keep you busy but we find that those who undertake service become fond of the school and enjoy themselves there. You are also welcome to ask any trustee about the work involved.

We pay expenses for travel to and from school for Board and Committee meetings and for costs incurred on other school business; and we support attendance at Friends Schools' Council events including Governors' conferences and Executive Meetings.

While considering trusteeship, do visit school and meet the Head and other staff.

Trustees are expected:

1. To attend 3 Board meetings a year, held in school at 1330 hours after school lunch on a Wednesday.
2. To attend Trustee meetings, (Trustees are the school's Directors).
3. To join one or two other Committees, each meeting once a term at least. They are Education and Care, Finance, Marketing, Personnel, and Premises. Education and Care is the biggest.
4. To be "rostered" with a colleague to do a scheduled Governor Visit once a year or so as part of the Board's monitoring role, looking at administration, education, and care according to a programme devised by the Head and our Nominations group.
5. And after a while -To be a "Lead Governor", i.e. to take responsibility for e.g. Health and Safety, or Child Protection; or to be Company Secretary or Chairman or Deputy, or to be on the Nominations group.

6. Some Trustees will be asked to Clerk or convene a Committee. This involves preparing and managing meetings and seeing that a proper record is kept. The Head attends most Committees and may use his laptop to make Minutes for agreeing Quaker style. This can help a non-typing Convener. Other Trustees on the Committee help the meeting along and assist in decision-forming, as will all present.
7. To serve on an 'Ad hoc' Board working group. This may be intensive but should not last for many weeks.

The above duties are mainly undertaken in visits to school during working hours. Some other points. It's enjoyable and useful for trustees to be at the various school events to which trustees are invited, such as end of term entertainments, carols, sports day, and the regular staff training days. Some trustees help with interviews for new staff.

There may be a particular way in which you're equipped to help the school, some special expertise or experience. This should not add to your work load but rather shape it for you so that you operate in an area where your special knowledge or understanding or skills fit best.

Contact details:

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