

CANDIDATE INFORMATION PACK

Director (Trustee)

Estates, Health & Safety and Sustainability

Board of Directors | Estates & Compliance Committee | Voluntary role | Closing date: Monday 14th December

WICKERSLEY PARTNERSHIP TRUST.

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Believe Together, Learn Together, Succeed Together

We aspire to ensure all students leave our care able and qualified to play their full part in an ever-changing world.

1. Welcome

A very warm welcome to Wickersley Partnership Trust, and thank you for your interest in joining our Board.

Wickersley Partnership Trust (WPT) was founded in 2014 and I became CEO in 2018. Our Trust exists to further the interests of the young people we serve. Across 13 schools in Rotherham and Gainsborough, we aspire to ensure every student leaves our care able and qualified to play their full part in an ever-changing world. We are proud to be one school on many different sites.

Our Directors have ultimate responsibility for directing the affairs of the Trust. They make sure it is solvent, well run and delivering the charitable outcomes for which it was set up, and they hold me and my executive team to account for doing so.

We are looking for a Director with senior experience in estates, health and safety or environmental sustainability to join our Board and its Estates & Compliance Committee. Our buildings are where around 7,500 children learn and where our staff work every day. Keeping them safe, compliant and fit for the future is one of the most practical ways a Board can look after pupils and colleagues.

You do not need to have worked in education. We want someone who knows what good looks like in managing buildings and risk, who will ask the right questions, and who shares our commitment to safeguarding and to the children of our communities. First-time board members are very welcome, and we will give you a full induction.

This pack tells you about the Trust, our estate, the role and how to apply. You can learn more about us at wickersleypt.org. I would be delighted to hear from you, and I hope you decide to apply.



Helen O'Brien
Chief Executive Officer, Wickersley Partnership Trust

Why this role, why now

Our estate is changing fast: new statutory duties such as Martyn's Law, an ageing building stock including three PFI schools, rising energy costs and a changing climate. The Board needs a Director who can help it see the risks clearly, back the right investment and make sure our schools are safe, healthy places to learn for decades to come.

2. About Wickersley Partnership Trust

Wickersley Partnership Trust is a multi-academy trust and an exempt charity regulated by the Secretary of State for Education (company number 08833508). We serve around 7,500 young people, almost all in Rotherham, South Yorkshire, with one school in Gainsborough, Lincolnshire, and we plan to grow, predominantly at primary level.

2014	13	7,500	5	£62.5m
founded	schools	young people	specialist SEND centres	annual income

Our vision	We aspire to ensure all students leave our care able and qualified to play their full part in an ever-changing world.
Our mission	WPT exists to further the interests of the young people that we serve.
Our ethos	We are one school on many different sites, with embedded inclusivity and high expectations for every pupil.
How we improve	System Leadership: colleagues whose responsibilities are delivered Trust-wide share skills, expertise and resources, so our schools are more effective, efficient, engaging and equitable than they would be alone.

Working in partnership

We believe schools and trusts achieve more together. We anchor the **Learners First Partnership**, work alongside other regional trusts in the **Positive Change Alliance**, whose Operational Excellence work brings together estates, finance, IT and governance leaders, and are a Futures Partner of the **Foundation for Education Development**.

3. Our strategic priorities 2026/27

Our Board has set five strategic priorities, delivered through our Action Plan 2026–2031. The right-hand column shows where this role makes its biggest contribution.

	Priority	Strategic focus	Where this role contributes
1	**Developing Leadership Excellence**	Leaders and governors drive an ambitious vision with clear accountability and collaborative governance.	Specialist challenge on the Board; clear, proportionate assurance reporting on estates and safety.
2	**Investing in Our Workforce, Driving Excellence Together**	A diverse, highly skilled team with professional development, clear pathways and manageable workloads.	Safe, healthy workplaces for colleagues; health and safety competence across schools.
3	**Ensuring Every Child Achieves and Is Ready for Their Next Step**	High expectations, excellent teaching and structural inclusivity, so every child thrives.	Accessible, inclusive buildings that work for pupils with special educational needs and disabilities.
4	**Creating a Culture and Environment where Everyone can Flourish**	Wellbeing, safety and open communication at the centre, while adopting safe digital innovation.	**Statutory compliance and assurance; safety and emergency resilience, including Martyn's Law; future-ready, inclusive learning environments.**
5	**Sustaining Excellence Through Strong Partnerships**	Long-term viability through strong financial management, estates, effective systems and partnerships.	**Condition-led capital planning; PFI oversight; energy, carbon and climate resilience; community use of our buildings.**

4. Our schools

13 schools, almost all in Rotherham, South Yorkshire, with The Gainsborough Academy in Lincolnshire.

Secondary	Primary
• Wickersley School and Sports College (with sixth form) • Rawmarsh Community School • Clifton Community School • Thrybergh Academy • The Gainsborough Academy	• Aston Hall Junior and Infant School • Aston Lodge Primary • Brinsworth Whitehill Primary • Foljambe Primary • Monkwood Primary • Rawmarsh Ashwood Primary • Rawmarsh Sandhill Primary • Thrybergh Primary

We also run multiple provisions and centres for pupils with special educational needs, disabilities and social, emotional and mental health needs, including the Arran Hill, Magna Lane and Brunswick Centres.

One school on many different sites

Colleagues share skills, expertise and resources across all our schools, so every pupil gets the same high-quality education and experiences wherever they learn.



5. Our estate, and why this role matters now

Our estate is varied: primary schools, large secondary campuses, specialist SEND centres and three schools built and maintained under Private Finance Initiative (PFI) contracts with Rotherham Metropolitan Borough Council. Every site has to be safe, compliant and fit for the future, and every pound of capital has to go where the need is greatest.

Our Estates & Compliance Committee gives the Board assurance on all of this. Its work links directly to two of our five strategic priorities and to seven objectives in the Trust's Action Plan 2026–2031.

10	3	£480k	7.3%
non-PFI schools	PFI schools	capital works delivered, summer 2026	fall in carbon emissions in 2025/26

Where we are now

Compliance you can see

We are introducing one central compliance system so that every statutory check and remedial action across our schools is visible, tracked and escalated.

Audits of medicines, first aid and PE now give significant assurance.

Safety and resilience

Martyn's Law is expected to apply to schools from spring 2027. Staff were briefed on lockdown procedures and Martyn's Law in October 2026, and every school has a site security risk assessment to complete as national guidance is issued.

The Board will approve the arrangements as the responsible person.

Condition and capital

We delivered £480,000 of works over summer 2026, including new alternative provision at Aston Hall and the Brunswick building.

We are tendering professional condition surveys of our non-PFI estate to build a single, evidence-led capital plan.

PFI

Three of our schools are PFI buildings. We meet the local authority weekly, and we are strengthening contract oversight and preparing for eventual handback of the buildings.

Energy and carbon

Carbon emissions fell 7.3% in 2025/26 to about 1,879 tonnes CO_2e. Building management changes cut gas use by 17.5% at Wickersley and 14.7% at Gainsborough.

Next: a Net Zero Transition Pathway and a solar power purchase agreement.

Climate and community

We are commissioning a 10-Year Climate Resilience Masterplan, so our schools cope with hotter summers and wetter winters.

We are centralising lettings so our buildings serve their communities, with income reinvested in a greener estate.

What success looks like

Every building safe and legally compliant, and visibly so. Capital spent where the risk and need are greatest. A clear pathway to net zero. Schools that are hubs for their communities.

6. About the role

Role	Director (Estates, Health & Safety and Sustainability): a member of the Board of Directors, who are charity trustees and company directors
Committee	Estates & Compliance Committee (chaired by Paul Eastell)
Responsible to	Steve Calvert, Chair of the Board
Appointed by	The Members of the Trust (Article 50 of our Articles of Association)
Term	Four years, renewable (Article 64)
Time commitment	About one day a month. The Board meets about six times a year on Thursday evenings, 5.30–7.30pm. The Estates & Compliance Committee meets four times a year (November, March, May and July). There are also school visits, training and an annual development event.
Location	Meetings are held at our central office, Swanage Court, Rotherham, or online. We ask Directors to attend some meetings and visits in person.
Remuneration	Voluntary and unpaid. Reasonable expenses are reimbursed.

Role purpose

We are seeking a Director with senior experience in health and safety, estates management or environmental sustainability. You will strengthen the Board's oversight of safe, compliant and sustainable buildings across our schools, including our PFI estate, our readiness for Martyn's Law, and our plans for net zero and climate resilience. You will add depth to the specialist expertise on the Estates & Compliance Committee.

Directors, as a group and as individuals, are responsible for the governance and strategic direction of the Trust, its financial health, the probity of its activities as a charity, and the achievement of its objects, in line with the Articles of Association, the Funding Agreement, the Academy Trust Handbook and the law.

Your responsibilities as a Director

Shared by every Director of Wickersley Partnership Trust.

- **Strategic leadership.** Set and champion the Trust's vision, ethos and strategy; agree the strategic priorities and how we measure them; make sure decisions are informed by risk.
- **Accountability.** Hold the CEO and executive leaders to account for the educational performance of the Trust and its pupils, and for the performance management of staff.
- **Financial oversight.** Make sure the Trust's money is well spent and that it remains solvent.
- **Engagement.** Listen to and engage with pupils, parents, staff, local governing bodies and the community.
- **Legal duties.** Act within the Trust's powers and promote its objects; exercise independent judgement and reasonable care, skill and diligence; avoid and declare conflicts of interest.
- **Safeguarding.** Share the Board's strategic responsibility for safeguarding and read Keeping Children Safe in Education each year.
- **Collective responsibility.** Prepare thoroughly, challenge constructively, support Board decisions once made and keep confidential business confidential.
- **Conduct and commitment.** Uphold the Seven Principles of Public Life and our Directors' Handbook and Code of Conduct; attend at least 75% of meetings; take part in school visits, training and the annual skills audit.

Your contribution to the Estates & Compliance Committee

The specialist contribution we are looking for.

- **Health and safety compliance.** Seek assurance on statutory compliance across our schools, including fire, asbestos, water hygiene, gas and electrical safety, accident and incident trends and any regulator actions.
- **Protective security and resilience.** Oversee our readiness for the Terrorism (Protection of Premises) Act 2025 (Martyn's Law) and the testing of emergency and lockdown plans.
- **Condition and capital.** Help the committee make sure capital is spent where condition, risk and need are greatest, using condition surveys and a capital prioritisation matrix.
- **PFI.** Seek assurance on building performance and contract compliance in our PFI schools, working with the Finance Committee on handback readiness.
- **Sustainability and climate resilience.** Lead the Board's oversight of energy, carbon and our Net Zero Transition Pathway and 10-Year Climate Resilience Masterplan.
- **Inclusive environments and community use.** Champion accessible, inclusive buildings, and oversee lettings and community use, balancing access with safety and income.
- **Policies.** Help approve the Trust's estates and welfare policies, such as Health and Safety, Asbestos Management, Fire Safety, First Aid and Allergy Safety.

Our committee Terms of Reference recommend that at least one member of the Estates & Compliance Committee has professional experience in estates management, surveying, engineering or health and safety.

7. Your first year: what success looks like

We will agree these with you during your induction. The committee works to a common pattern: one focus item at each meeting, a one-page dashboard and a short report to the Board.

By the end of your first year	How we will know
Induction completed and visits made to a range of sites, including a PFI school, a primary school and a SEND centre	Induction signed off by the Chair; visit notes shared with the committee
Baselines agreed for the committee's estates dashboard (statutory checks, incidents, condition, energy and carbon)	Dashboard in use at every committee meeting
Specialist challenge on the roll-out of our central compliance system	Overdue and high-risk actions visible and falling
Assurance on Martyn's Law readiness before the Board approves our arrangements	Every in-scope school ready when the law takes effect
Input to the condition survey programme and capital prioritisation matrix	Capital plan for 2027/28 based on condition and risk
Challenge and support for the Net Zero Transition Pathway and Climate Resilience Masterplan	Plans recommended to the Board with clear targets

8. What you will gain from the role

Being a Director is a significant responsibility, and it is voluntary. It also brings real rewards, both for you and for the young people we serve.

Make a real difference

Help shape the education and life chances of around 7,500 young people across 13 schools in Rotherham and Gainsborough.

See the impact of your decisions when you visit our schools.

Board-level experience

Serve as a company director and charity trustee of a £62.5 million organisation, alongside experienced Directors and executive leaders.

Valuable experience for a non-executive or board career.

Learning and development

A full induction, a buddy Director and ongoing training through the National Governance Association's Learning Link and Trust briefings.

Insight into how the education sector and its regulators work.

Networks and partnerships

Meet leaders from across the region and beyond through our work with the Learners First Partnership, the Positive Change Alliance and the Foundation for Education Development.

Put your expertise to work

See your professional knowledge help keep thousands of children safe in well-maintained, greener buildings.

Gain insight into public-sector estates, PFI and the DfE's approach to school buildings and net zero.

Flexible and supported

Most meetings are early evening, many can be joined online, and reasonable expenses are reimbursed.

Our Governance Professional supports every Director, and we are happy to write to your employer about time off for your governance role.

> Many employers value governance roles as professional development: they build strategic thinking, influence, scrutiny and teamwork, and show a commitment to the community.

9. Person specification

We will assess candidates against the criteria below. E = essential; D = desirable. A = application; I = interview; R = references.

Criteria	E / D	Assessed by
All Directors		
Commitment to the Trust's vision and to improving the life chances of children and young people	E	A, I
Ability to think strategically, analyse information and ask challenging questions	E	A, I
Understanding of, or willingness to learn, the role of a trust Director and the legal duties of company directors and charity trustees	E	I
Integrity, discretion and commitment to the Seven Principles of Public Life	E	I, R
Ability to work collaboratively as part of a team and accept collective responsibility	E	I, R
Time to attend Board and committee meetings, visits and training	E	A, I
Commitment to safeguarding and to equality, diversity and inclusion	E	A, I
Previous board or governance experience	D	A
Knowledge of the education sector or the local community	D	A, I
This role: Estates, Health & Safety and Sustainability		
Senior experience in health and safety, estates or facilities management, surveying, engineering or environmental sustainability	E	A, I, R
Understanding of the legal framework for health and safety and the duties of those responsible for premises	E	A, I, R
Ability to scrutinise compliance information and the risks of capital projects	E	A, I, R
Commitment to the safety and wellbeing of pupils and staff	E	A, I, R
Professional qualification, for example NEBOSH, IOSH, RICS, RIBA, CIBSE or IEMA	D	A, I
Public sector or education estates experience, including PFI contracts	D	A, I
Experience of decarbonisation, energy management or climate adaptation, or of engaging young people in sustainability	D	A, I
Experience of protective security or emergency planning	D	A, I

> First-time board members are welcome. You do not need to have worked in education: we will give you a full induction, a buddy Director and ongoing training.

10. How we are governed

Our Directors are both company directors and charity trustees. Governance has three tiers:

Members

Guardians of the Trust's constitution. Members appoint Directors, including this role, and hold the Board to account for effective governance.

Board of Directors

Sets the vision, ethos and strategy, holds executive leaders to account, and oversees money, risk and compliance. **This role sits here.**

Local governing bodies

Each school's local governing body supports and challenges its headteacher, with powers delegated by the Board.

The Board and its committees

The Board of Directors works through five committees. Each has Terms of Reference linked to our strategic priorities, a dashboard of key measures and a one-page report to the Board after every meeting, so that Board time goes on strategy and challenge rather than paperwork.

Committee	What it covers
Audit & Risk	Internal scrutiny, the Trust risk register, external audit, IT and cyber security, data protection and complaints
Finance	Budget and long-term financial planning, reserves, value for money, procurement and DfE financial returns
HR & Staffing	Pay, recruitment and retention, safer recruitment, wellbeing and workforce development
Education Standards	Outcomes, curriculum, SEND and inclusion, attendance, behaviour and safeguarding assurance
Estates & Compliance	Health and safety, statutory premises compliance, Martyn's Law, capital and condition, PFI, energy and carbon, lettings and educational visits

11. Our commitment to equality, diversity and inclusion

We want our Board to reflect the communities it serves. Applications from people from groups under-represented on boards, including women, people from ethnic minority backgrounds, disabled people and younger candidates, are particularly encouraged.

All appointments are made on merit through a fair and transparent process. Under the Equality Act 2010 the Trust may use positive action where candidates are equally suitable.

During the application process we commit to:

- paying for care and childcare while you attend an interview;
- paying your travel costs to interviews held in person;
- making any reasonable adjustments you need, for example arranging a sign language interpreter in advance;
- providing this pack in Word format;
- offering a first-stage interview to disabled applicants who meet the essential criteria for the role.

If there is anything else that would help you take part, please let us know.

12. Additional information

Conflicts of interest

All candidates will be asked to declare any interests, including any business connection with the Trust, its contractors or its PFI partners. We will consider whether an actual conflict exists. Within 30 days of appointment, Directors complete a declaration of business interests, which is published on our website.

Eligibility and checks

Appointment is subject to an enhanced DBS certificate, a section 128 check, identity checks, Companies House identity verification, and confirmation that you are not disqualified from acting as a company director or charity trustee. Trust employees cannot be appointed to this role.

Induction and development

You will complete an induction within your first three months, including meetings with the Chair, CEO and Governance Professional, a buddy Director and visits to schools. Ongoing training is available through the National Governance Association's Learning Link and Trust briefings.

Our Code of Conduct

Directors sign the Directors' Handbook and Code of Conduct each year. It sets out how we behave as a Board, including our commitment to the Seven Principles of Public Life.

13. Selection process and how to apply

Applications are assessed against the person specification. Shortlisted candidates will be invited to:

- an informal conversation with the Chair of the Board and the CEO;
- a visit to one or more of our schools, including a tour of the site with our estates team;
- a panel interview with the Chair of the Board, the Chair of the Estates & Compliance Committee and the Governance Professional.

The panel's recommendation goes to the Members, who appoint Directors. References are taken up before appointment.

How to apply

Please send the following to our Governance Professional, at boardrecruitment@wickersleypt.org by 4pm on Monday 14th December:

1. a CV setting out your career history, responsibilities and achievements;
2. a covering letter (no more than two sides of A4) explaining why you are interested and how you meet the essential criteria in the person specification, with examples;
3. the names of two referees and how they know you. We will not contact referees without your consent.

Timetable

Stage	Date
Advert opens	Wednesday 25th November
Closing date	Monday 14th December
Shortlisting	w/c 14th December
Informal conversations and school visits	w/c 18th January (TBC)
Interviews	w/c 18th January (TBC)
Appointment by the Members	January 2027

Informal conversations

For an informal conversation about the role, please contact the Governance team at boardrecruitment@wickersleypt.org, who will arrange a call with the Chair of the Board or the CEO.

Safeguarding

Wickersley Partnership Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all Directors to share this commitment. This role is subject to an enhanced DBS check and our safer recruitment procedures, in line with Keeping Children Safe in Education.