



Our Lady Immaculate Catholic Academies Trust & St Thomas Catholic Academies Trust

Role Title	Foundation Director (Non-Executive)
Location	<ul style="list-style-type: none"> Trust Board meetings will be held at a central location. Visits to local academies as necessary Visits to the registered office as necessary
Hours	<ul style="list-style-type: none"> Up to six Board meetings per year Up to six Board Committee meetings per year Remote involvement via email or telephone Regular review of reports and other documentation
Salary Range	Voluntary
Term of Office	4 years. Directors may reapply up to a maximum of twice (maximum 12-year term).
Role Purpose	The Board of Directors set the strategic direction of the Trust and oversee the management of the Trust and the academies within it. Directors are personally responsible for the actions of the Trust and the academies within it, the expenditure of public money and the quality of education received by all pupils.
Accountable to	The Bishop of Northampton Secretary of State for Education

The Board of Directors of OLICAT or STCAT ('the Trust') have collective responsibility to:

- preserve and develop the religious character of the Trust, and to ensure the Trust and the academies within it are conducted in accordance with the Diocesan Trust Deed, Canon Law and the teachings of the Catholic Church.
- determine the vision and strategic direction of the Trust
- provide strategic leadership and governance
- provide challenge and support to senior leaders, including the Strategic Executive Leader
- develop and decide strategic and operational policies and to ensure they hold the Gospel Values at their core
- set the overall Trust budget and approve individual academy budgets and monitor expenditure in accordance with appropriate authorisations
- determine the Trust's Reserves Policy
- develop and implement the Trust Risk Management Strategy, ensuring appropriate insurance is in place
- develop and implement the Trust Asset Management Plan in partnership with the Diocesan Property Office
- monitor performance measures and oversee the implementation of each Academy Plan to ensure the academic progress and attainment of all pupils
- monitor the curriculum and ensure it remains broad and balanced and that 10% of classroom teaching is reserved for curriculum Religious Education.
- undertake recruitment and performance management of senior leaders



- monitor staff training provision and support the development and building of senior leadership across the Trust
- act as the decision maker for all Admissions Appeals

Directors are expected to adhere to the Nolan Principles in their conduct and the following key competencies are essential:

- commit to the Trust vision and ethos
- support the Trust in public and act as an ambassador for the Trust
- attend meetings and be prepared to contribute to discussions and commit to agreed actions
- work within the Trust Code of Conduct and Conflict of Interest Policy
- work as a team
- treat confidential information with confidentiality
- be ready to ask questions and focussed on problem solving
- commit to regular training and development

Person Specification

Personal Qualities:	<ul style="list-style-type: none"> • A desire to create a positive change for young people • A commitment to the aims and objectives of OLICAT or STCAT • The willingness to devote time and effort in the role • An ability to build productive and supportive professional relationships • A commitment to equal opportunities and anti-discriminatory practice • A commitment to Safeguarding young people
Experience:	<ul style="list-style-type: none"> • Experience of leadership and management • Experience of leading positive change • Professional experience in education / finance / business / human resources / marketing / law / lay ministry
Knowledge:	<ul style="list-style-type: none"> • An understanding of the legal responsibilities and liabilities of being a Director • An understanding of attainment and progress data and how it is used to assess pupils progress and ability and how it can be used to assess the strengths and weaknesses of an academy or the Trust • An understanding of financial data
Skills:	<ul style="list-style-type: none"> • Strategic vision • Good, independent judgement • The ability to use data to inform decision making
Legal Requirements	<ul style="list-style-type: none"> • The requirements under Canon and civil Law are set out in Appendix A, if you are not able to meet those declarations then you may not serve as a Director.



APPENDIX A

Legal Requirements to serve as a Foundation Director (Non-Executive)

Under Canon Law you must be able to affirm your eligibility as follows (you will also need the support of your parish priest in I.)

AFFIRMATION OF ELIGIBILITY

If appointed as a Foundation Director, I hereby recognise and confirm that:

- I. I am a practicing Catholic in full Communion with the See of Rome, and I am not the subject of any canonical censure or penalty.
- II. For the good of the mission of the Catholic Church and of Catholic Education in the Diocese of Northampton, I am willing to be called by our Bishop to serve as a Foundation Director.
- III. If I am chosen to serve as a Director, I am willing to govern the Trust in accordance to Canon Law, the Diocesan Trust Deed, the teachings of the Catholic Church and according to the commission of the Bishop of Northampton.
- IV. I will work with and implement the educational policy of the Diocese.
- V. I agree to attend initial and ongoing training on a regular basis.
- VI. I confirm that I am not subject to any disqualification from membership of an Academy Trust as listed below.

In order to qualify as a Director, you must be able to confirm the following under civil law:

I confirm that:

- I am not a registered pupil at the school
- I am aged 18 or over
- I am not subject to a bankruptcy restrictions order or an interim bankruptcy restrictions order.
- I have not had my estate sequestrated and the sequestration order has not been discharged, annulled or reduced.
- I have never been disqualified from office as a governor for failure to attend governing body meetings for a continuous period of six months or more.
- I have never been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or by the High Court on grounds of any misconduct or mismanagement in the administration of the charity for which you were responsible or which you were privy or to which you contributed or which was facilitated by your conduct.
- I have never been removed under s.34 of the Charities and Trustee Investment (Scotland) Act 2005, from being concerned in the management or control of any Body.
- I am not included on the list of people considered by the Secretary of State as unsuitable to work with children.
- I am not barred from regulated activity relating to children in accordance with s.3(2) of the Safeguarding Vulnerable Groups Act 2006.

Continued over.



I am not subject to:

- A disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986?
- A disqualification order under the Company Directors Disqualification (Northern Ireland) Order 2002?
- A disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002?
- An order made under Section 429(2)(b) of the Insolvency Act 1986 (failure to pay under County Court administration order)?
- A disqualification or disqualification undertaking or similar instrument in any other country or jurisdiction?
- A direction of the Secretary of State under s.142 of the Education Act 2002 or any other disqualification, prohibition or restriction from working with children.
- I am not disqualified from working with children under ss 28, 29 or 29A of the Criminal Justice and Court Services Act 2000.
- I am not disqualified from registration under Part 2 of the Children and Families (Wales) Measure 2010 or childminding or providing day care.
- I am not disqualified from registration under Part 3 of the Childcare Act 2006.
- I have not received a sentence of imprisonment (whether suspended or not), in the UK or elsewhere for a period of not less than three months (without the option of a fine) in the five years before becoming a Director.
- I have not received a prison sentence of two and a half years or more in the 20 years before becoming a Director or in the last 20 years (whichever is longer).
- I have not at any time received a prison sentence of five years or more (irrelevant of eventual length of imprisonment).
- I have not been fined for causing a nuisance or disturbance on school and/or educational premises during the five years prior to this application.
- I have not been removed as a school governor or from a similar role.

Multi Academy Trusts in the Diocese of Northampton are monitored by [The Duns Scotus Trust](#), [St Bonaventure Trust](#) and [Bishop Peter Doyle](#) as Members. The Duns Scotus Trust and St Bonaventure Trust are companies limited by guarantee (company number 08375620 and 08757159) and are registered at 33 Westbourne Road, Luton, Bedfordshire, LU48JD.

[The Diocese of Northampton](#) is registered charity number: 234091