TOWNLEY

EST 1937

GRAMMAR SCHOOL

Trustee

Information for Candidates



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GRAMMAR SCHOOL

From here it's possible

Welcome from our Chair of Trustees

As Chair of Trustees at Townley Grammar School, I am delighted that you are considering an application to become a trustee where you will join a team of dedicated and expert board members.

Townley Grammar School is a remarkable place to work and study at. As a trustee, you will help and support the head teacher and the senior team continue to shape the future educational provision of the school. The School has a well-deserved reputation for academic excellence in the local community as well as excellent pastoral care and a large range of exceptional enrichment and extra-curricular opportunities for its students.

Individuals who have a background in HR, finance, compliance or an educational background are always welcome to apply. First and foremost, we want individuals who are dedicated and committed to the values and aims of the school. I look forward to hearing from you,

Kevin Moody

Chair of Trustees

We are Townley

Welcome to Townley Grammar School, an academically selective and socially responsible girls' school

At Townley Grammar School, girls become fearless architects of their own success. Our vibrant, single-sex environment (and co-ed Sixth Form) ignites a passion for lifelong learning and fosters a supportive community where girls celebrate academic excellence without inhibition. Research-backed, single-sex education empowers them to forge unique paths, fuelled by passionate teachers and a vast array of co-curricular opportunities. Here, girls don't just strive – they thrive, deeply connected to both their local and global communities through a wide range of exciting international opportunities.

We are an exceptional school; rated Ofsted Outstanding, SSAT Leading Edge, and DfE recognised for our innovative Character Education. We empower girls to transcend limits, igniting a passion for lifelong learning and equipping them with the skills to thrive in an ever- changing world.

It is an incredible honour to lead this exceptional school, where students and staff share a passion for lifelong learning. I am delighted that you are interested in joining our vibrant Trust Board at Townley Grammar School. It is a great privilege to serve this exceptional school community, Townley is diverse, ambitious and forward thinking and we are looking for equally innovative individuals to help us strategically navigate our ongoing journey to relentless excellence. If you are even remotely interested, please do get in touch to have a chat, or organise a visit to us. I look forward to hearing from you – headteacher@townleygrammar.org.uk

Sarina Totty

Headteacher / CEO



Consciousness



Courage



Compassion



Curiosity



Our School

Townley Grammar School is an academically selective and socially responsible girls' state grammar school with a co-educational Sixth Form. Education at Townley inspires students to become the best version of themselves and define their own path to success. Townley is defined by its ethos and culture which is defined by the needs of our local and wider community. Our students learn in a stimulating environment where teachers understand how to challenge, and the range of co-curricular opportunities is vast. We are an exceptional school, rated outstanding by Ofsted. We pride ourselves on the provision offered across all our subjects. Our academic endeavour is to encourage our students to cultivate their creativity and curiosity alongside their academic pursuits.

The Role

This is an exciting time to join the Board of Trustees at Townley Grammar School and participate in shaping the school's future direction and strategy with inspirational guidance and advice. We are looking for those who believe in our values of Compassion, Courage, Consciousness and Curiosity and want to play a part in developing our whole school priorities.

We are looking to appoint a Trustee to join the Board and support our vibrant community of teaching and professional staff. The role of a Trustee is to contribute to the strategic oxversight and governance of the school.





Key Responsibilities

We are a diverse and inclusive school community; as a leading grammar school we are conscious of our duty and responsibility to serve our diverse school community and endeavor to narrow opportunity gaps within the national education system for students and staff. The school is actively engaged in ensuring our recruitment drives encourage applications from a wide pool of talent and we actively seek diverse thinkers.

Trustees have several statutory duties, which include:

- To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- To ensure that the organisation pursues its objects as defined in its governing document;
- To safeguard the reputation and values of the organisation;
- To ensure the effective and efficient administration of the organisation including having appropriate policies and procedures in place;
- To ensure the financial resilience and stability of the organisation;
- To follow proper and formal arrangements for the appointment, supervision, support, appraisal, and remuneration of the Headteacher
- The trustees of a school have a responsibility over safeguarding of pupils.

Person Specification

First and foremost, we are looking for someone who is enthused by our school ethos and wants to serve as a Trustee for the good of the whole organisation, contributing to the success and development of our brilliant students.

For all trustees we are looking for someone who brings many of the following criteria below:

- Is committed to the school and has sufficient time and willingness to contribute effectively to Board proceedings.
- Has experience and an understanding of strategy development.
- Can work effectively as a member of a team.
- Is willing to contribute to proceedings and can remain independent of any influence from another organisation or individual.
- Has a reasonable level of understanding of legal, financial, audit and other regulatory requirements of an educational organisation.
- Can make sound decisions based on an analysis of information presented to them.
- Is aware of developments in the education sector
- Has a passion for education.
- Optimistic in character.
- Can evaluate risks with a balanced and informed approach
- Is committed to the Nolan principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

Please note we welcome applications from all backgrounds and sectors.





Terms of Appointment:

- Board meetings take place four times per year.
- Trustees also sit on a variety of sub-committees depending on their skills, experience, and interests.
- Trustees are encouraged to become as involved in the life of the school as possible, attending events including plays and concerts.
- This is a voluntary role but does include appropriate training and professional development.
- Training and induction are provided to all trustees and is tailored depending upon their background and experience.
- Townley Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- All offers for voluntary roles are subject to an enhanced DBS check

How to Apply:

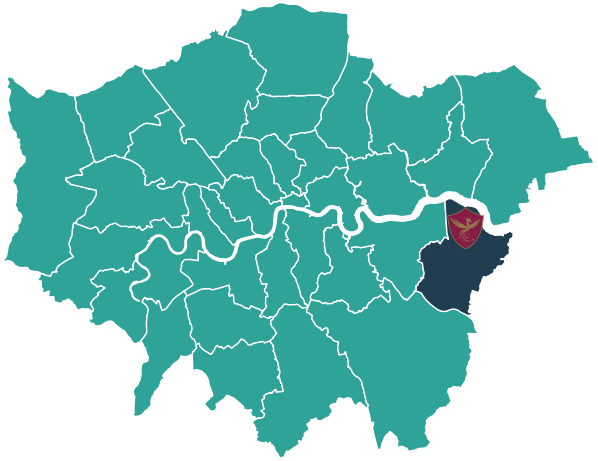
If you would like to discuss the role further and to organise a tour of the school, please be in touch with Sarina Totty, Headteacher / CEO through her Executive Assistant via: headteacher@Townleygrammar.org.uk

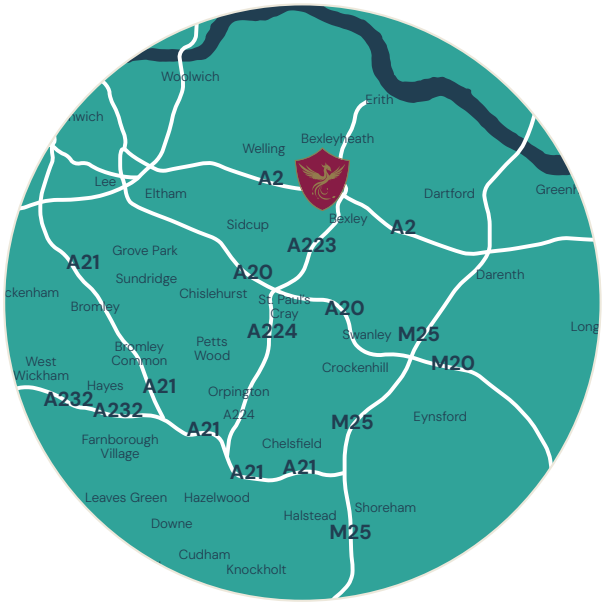
Covering letters, completed application form (download and complete the application form) and CVs should be sent to:

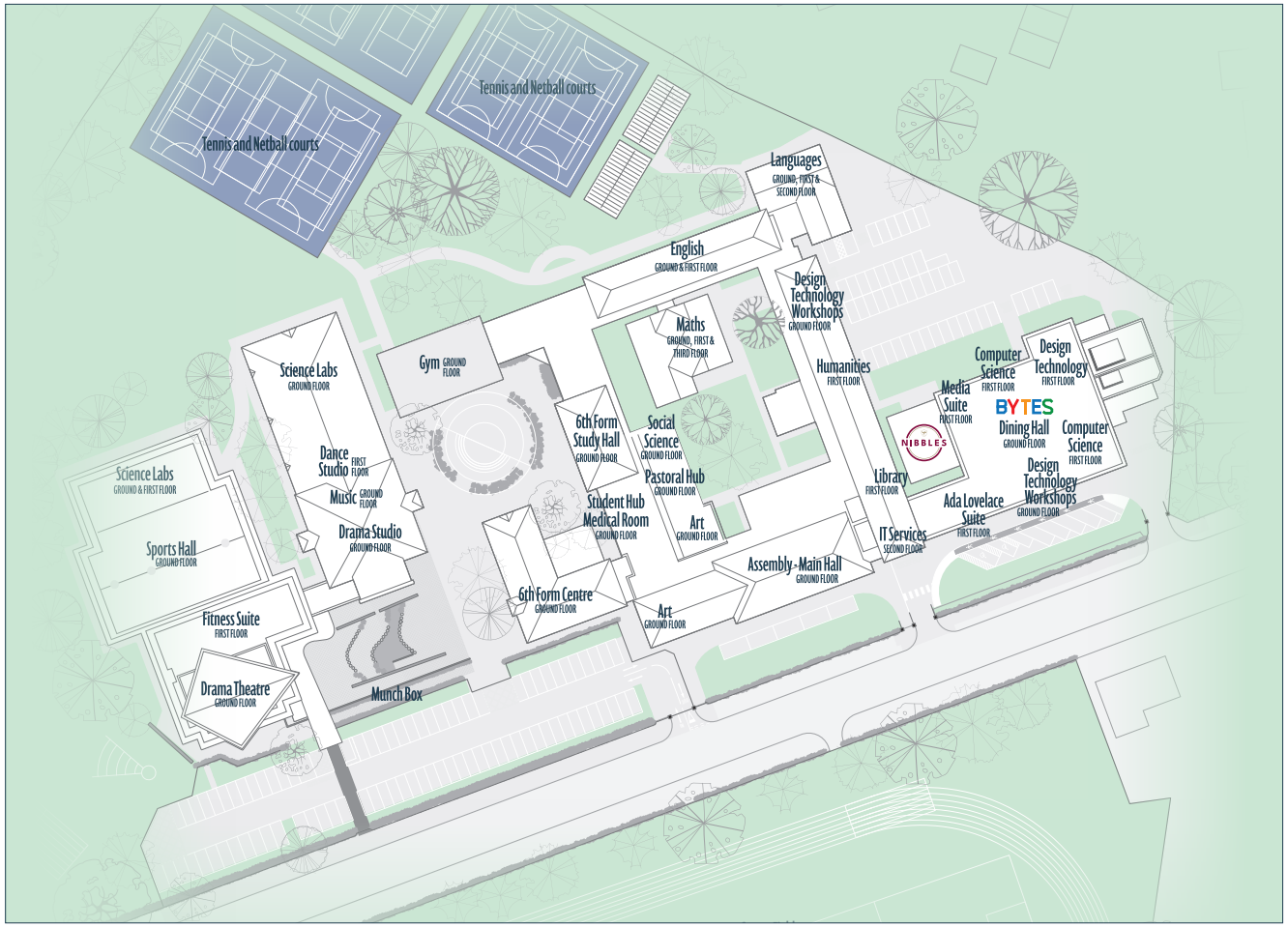
Mrs S Parker, Townley Grammar School, Townley Rd, Bexleyheath DA6 7AB.

Email: headteacher@Townleygrammar.org.uk

School Location and Siteplan







Address: Townley Grammar School, Townley Rd, Bexleyheath DA6 7AB

Website: www.townleygrammar.org.uk