

## Trustee Recruitment Pack



### WHO WE ARE?

#### Overview

Camphill Wakefield is a specialist college for young people with special educational needs and disabilities. We are a safe, caring and thriving learning site, with a focus on individual learning and ensuring all our students achieve their aspirations and potential. Our services include:

- Post-16 and Post-19 education, including enterprise and career opportunities.
- Day Services (social care after leaving education).



There are currently around 70 students and 82 staff. Camphill Wakefield is situated in 34 acres of fields and woodland on the outskirts of Wakefield. The campus consists of a range of buildings including: an education hub with workshops for pottery, textiles, estates and small animals; a space for drama, singing and events; a large horticulture garden; and working stables and equine facilities used by Riding for the Disabled.

#### Education

At Camphill Wakefield, we are dedicated to providing high quality education. We recognise that every individual has unique abilities, challenges, and learning styles. Our goal is to provide a personalised, inclusive, and supportive learning environment that caters to each student's needs to the best of our ability. We, therefore, offer a wide range of courses, programmes, and services that are designed to help our students achieve their full potential and develop the skills and knowledge necessary for employment, independent living, community inclusion, and health and wellbeing.

Our Education programme is split into three study programmes. These programmes provide the opportunity for students to progress and develop skills necessary for employment, independent living, community inclusion and health and wellbeing. All our programmes are tailored to the individual with a focus on Life and Employability skills, delivered using a range of workshops and outdoor education spaces.

Following an individual transition and an initial assessment process each student follows a bespoke pathway of study. The pathways are Communication, Independence and Employability. Each pathway offers a broad range of subjects including academic, vocational and life skills and we use a variety of teaching methods and technologies to accommodate different learning styles.

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## WAKEFIELD

Workshops are assigned based on students interests, ascertained during the transition process. On offer is:

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|---------------|--|
| Textiles      | Offers students a creative and hands-on learning environment, where they can develop practical skills in sewing, design, and fabric manipulation, fostering their artistic expression and empowering them to pursue careers in fashion, textile design, or related fields.                             |
| Small Animals | Provides students with a nurturing and educational setting to learn about and care for various small animals, promoting empathy, responsibility, and hands-on experience in animal care, fostering a deeper understanding of animal welfare and potentially inspiring future careers in animal care.   |
| Multi-Crafts  | Offers students a diverse and engaging space to explore creative mediums and techniques, allowing them to develop their artistic abilities, enhance fine motor skills, and cultivate a sense of accomplishment through hands-on crafting fostering self-expression and creativity.                     |
| Gardening     | Provides students with an enriching and therapeutic environment to cultivate plants, learn about nature, and develop essential skills in horticulture, fostering a connection with the outdoors, promoting sensory exploration, and nurturing a sense of responsibility and environmental stewardship. |
| Pottery       | Offers students a unique and tactile experience, allowing them to express their creativity, develop fine motor skills, and experience the therapeutic benefits of working with clay, fostering a sense of accomplishment and providing opportunities for self-expression.                              |

Lessons are taught by highly effective specialist staff with a wide range of teaching knowledge and SEND experience. Where possible, our curriculum choice is completely autonomous with students choosing what sessions they will access each term based on interests, aspirations and needs. Each student's bespoke study programme is then adapted to meet their identified outcomes. Effective, ongoing assessment is used to ensure that students are making progress from their starting points in their personal outcomes. Each student is aware of their targets, what they are working towards and how well they are progressing.





## Day Services

Camphill Wakefield offers Day Services provision on Monday to Friday from 9.00 am to 3.30 pm. This service provides meaningful activities inside and outside of college including life skills, garden activities, small animals, pottery and textiles. Our community access coordinator provides the opportunity for students to participate in volunteering activities including environmental projects, helping out at foodbanks and gardening at allotments. Day services students are given the opportunity to develop their existing life skills by creating goals and aiming to achieve targets to progress on to the next stage of their lives. Students have a lot of input into the activities they undertake, working with staff to plan trips out to leisure facilities such as the cinema, bowling, shopping centres and local walks.



## VISION AND VALUES

### Our Vision

Camphill Wakefield strives to be the “Provider of Choice” for SEND education in Yorkshire. We wish to be a responsible community partner to a wide range of organisations that share our values. Our community ethos, land-based campus and welcoming accommodation can enhance the experience and engage a wide range of individuals and groups with SEND needs.

Our vision is to fully utilise our campus and resources, work in collaboration with stakeholders, families and funders, build on our established reputation with employers and wider partners to ensure Camphill students receive a unique and purposeful education that launches them onto greater opportunities in the future.



## **Our Values**

Our value statement is:

*“Students, residents, volunteers and staff are the heart of Camphill Wakefield. In our learning community, nestled amongst fields and woods, we provide enriching learning opportunities, therapeutic care, and the confidence to do our best at work, rest and play.”*

- We value and celebrate diversity and are committed to the advancement of equality and inclusion.
- We are dedicated to the safety and comfort of others.
- We work in a community to reach our potential and are a responsible community partner.
- We appreciate and accept everyone.
- We are supportive and empowering.
- We move forwards towards independence.
- We are person-centered, prioritising the individual needs and aspirations of each person.

## **The Organisation**

Pennine Camphill Community Ltd (trading as Camphill Wakefield) is a charitable company limited by guarantee without share capital subject to company law and is a not-for profit organisation. Its Trustees, who are appointed on a voluntary basis, are drawn from the public and private sector and bring significant Education, health and social care, SEND Further Education and other professional expertise. Our rules and methods of operation are set out in the published Articles of Association.

## **THE ROLE**

Trustees provide independent points of view and bear collective responsibility to ensure Camphill Wakefield operates with effective control, accountability and high standards of conduct and probity.

We currently have five Trustees and are looking to expand this number. We are particularly interested in people with experience in the areas listed below but open to applications from individuals who can bring skills, knowledge and experience from other areas.

- Education ideally with a lived experience of SEND, particularly including being a parent/carer of a young person with SEND.
- Care
- Clinical Therapies sector – SALT/OT/SEMH
- Financial & Risk Management
- Marketing
- HR
- Fundraising
- Digital Technology
- Facilities Management/Health and Safety
- Ecology, biodiversity and sustainability

### **Trustee Responsibilities**

The key responsibilities of being a Trustee at Camphill are:

- To develop and maintain a sound and up-to-date knowledge of Camphill Wakefield and its environment, including an understanding of how the organisation operates on a day-to-day basis and the external environment within which it operates.
- To formulate and regularly review Camphill Wakefield's vision, values, strategic objectives and plans.
- To regularly review Camphill Wakefield's performance against its vision and objectives.
- To ensure that Camphill Wakefield complies with all regulatory and statutory requirement ensuring that relevant policies are in place and these are approved and reviewed on a scheduled basis.
- Ensure that all risks to the organisation are identified and managed.
- Provide a checking mechanism to ensure that financial controls and risk management systems are robust and defensible and that the Board is kept fully informed through timely and relevant information.
- To exercise overall control over Camphill Wakefield's financial affairs.
- To attend all appropriate meetings and prepare for these meetings by reading papers and completing any tasks/actions assigned to them in the agreed time.
- To actively participate in meetings contributing in a considered and constructive way, providing challenge where needed.
- To actively contribute towards improving the governance of the Board of Trustees, participating in board reviews and sharing ideas for improvement with the Board.
- To participate in induction and relevant training.

The Chief Executive reports to the Board and the Senior Leadership Team regularly engage with it.

### **The person's skills and qualities**

Trustees need to have a strong interest in SEND education and social care, although specialist knowledge of the sector is not required. They should be able to demonstrate:

- Strategic vision and a commitment to Camphill Wakefield's vision and values.
- Ability both to support and hold the CEO and senior Team to account.
- Effective influencing and communication, a high level of ability to gain support and influence, combined with a clear understanding of the political context.
- A commitment to promoting equality and diversity.
- A commitment to quality and raising standards.
- A willingness to promote the College within the community it serves and act as an ambassador for the organisation.
- An ability to work positively with others and to contribute as a member of a team.
- An ability to make reasoned decisions and to act honestly, diligently and in good faith.
- An ability to contribute to establishing performance targets and the monitoring of performance against these.
- Commitment to devoting the necessary time and effort to Camphill Wakefield.
- A willingness to participate in relevant training.

- An understanding and acceptance of the legal duties, responsibilities and liabilities of being a trustee including Nolan's seven principles of public life.

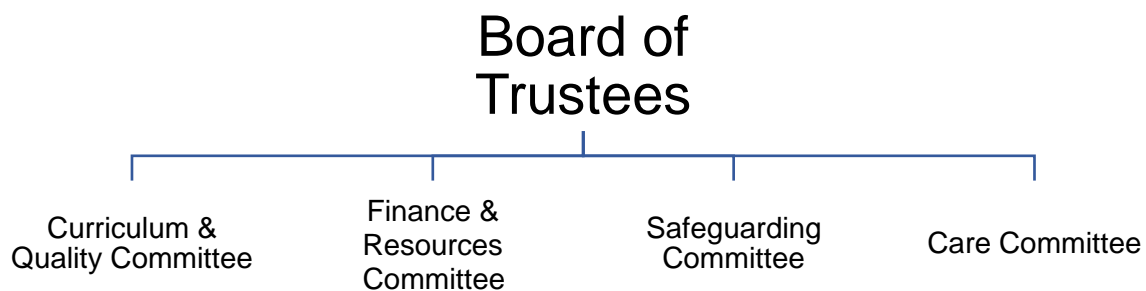
Individuals selected will become Trustees under charity law and company directors under company law.

### **Terms of appointment and time commitment**

Trustees are appointed for a term of 3 years with re-election following this period of time if they wish to continue.

The role of Trustee is a voluntary one and is not remunerated. Reasonable expenses will be paid which may include travel expenses incurred in attending external training courses or meetings.

The Board of Trustees meet once every half-term. Trustees are required to participate in one or more committees which also meet once every half-term. The current structure is outlined below:



Trustees are also encouraged to actively engage with the organisation outside of formal meetings, including supporting the CEO and Senior Leadership Team and attending events with key stakeholders.

All Trustees are required to abide by the Trustee Code of Conduct and will be asked to sign this on appointment.

### **How to Apply**

To apply please complete the application form and equality and diversity monitoring form, the link to which is on our website. If you would like to discuss the role further, have any questions or would like to have a conversation with an existing Trustee please contact, in the first instance, the Clerk to the Trustees, Deborah Archer by email at [deborah.archer@camphill.ac.uk](mailto:deborah.archer@camphill.ac.uk) or by phone on 07455 849559.