

# THE CROSSLEY HEATH SCHOOL



**Trustees  
CANDIDATE PACK**



**KINDNESS**



**COURAGE**



**EXCELLENCE**



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# WELCOME FROM THE HEAD TEACHER

Welcome! My name is Dean Jones and I am the Headteacher here at The Crossley Heath School. It's a privilege to lead this remarkable school. Crossley Heath is steeped in rich history that dates back to 1585 with education taking place on this site since 1864 when the building was founded as an orphanage and school. This heritage provides the basis of inclusivity and social mobility that we still have at the heart of our ethos. We are an inclusive school family, building on our proud heritage to achieve our vision to be **"The leading school for educational excellence, where we nurture happy students with strong values so they all contribute positively to society"**. We believe in realising every student's potential to change the world for the better. Promoting values of kindness, courage and excellence from our students.

One of the most wonderful features of Crossley Heath is our warm, vibrant school culture, with a rich diversity of students from all backgrounds. We have aspirational classroom environments, a house system allowing all students of all ages to collaborate and compete, as well as commitment to a vast range of extra-curricular opportunities through clubs, sports and trips across the country and the world. This sense of care and community extends to our dedicated staff, who are passionate educators committed to the students and school we serve. If you are a hard working individual who thrives in a collaborative and supportive environment, I encourage you to explore the exciting opportunities at Crossley Heath School. We are always seeking talented individuals to join our team and contribute to the ongoing success of our students. We are delighted that you are interested in applying **for the role of Trustee**.

I hope you will take the opportunity to explore further and decide that this role is the right one for you and we look forward to receiving your application.

**Dean Jones M.A.**  
**Head Teacher, The Crossley Heath School**



# WELCOME FROM THE CHAIR OF TRUSTEES

Welcome! My name is Jaswinder (Jazz) Sandhu and I am the Chair Of Trustees here at The Crossley Heath School.

I am a marketing professional with over 20 years of experience across some of the UK's leading retail brands. As a governor of the Crossley Heath School (since Dec 2018) I have focused on the Achievement & Welfare board, supported the development of our new Vision & Strategy and I am our Pupil Premium link governor. I am a regular attendee and supporter of school events and have a good understanding of our students' perspective with 3 of my children attending the school in recent years.

Most recently I became the Chair of Governors (March 2024) and have seen my remit extend to covering the Business & Resources committee and key workstreams that will drive the future success of the school. Through a collaborative approach with the school leadership and all governors my aim is to collectively (i) drive the school's performance (ii) deliver our vision & strategic objectives and (iii) deliver for the children & their parents.

**Trustees** form the Governing Body who are Directors of the company constituted under the Articles of the Academy Trust. Our Trustees are volunteers who play an important part in setting the strategic direction of The Crossley Heath School, ensuring we continue to raise standards and strive for excellence in everything that we do. All Crossley Heath School Trustees are passionate about improving the lives of every single young person and they are fully committed to our aim of being "outstanding and beyond".

We look forward to receiving your application. Please do not hesitate to get in touch with our Clerk Deborah Tynan if you require any further information in the first instance.

For further information about the vacant Trustee role and details of how to apply, please see the school website: <https://www.crossleyheath.org.uk/school-information/vacancies>

**Jaswinder (Jazz) Sandhu**  
**Chair Of Trustees , The Crossley Heath School**



# INFORMATION ABOUT THE SCHOOL

## WHO WE ARE AND WHAT WE STAND FOR.

At Crossley Heath we see ourselves as a school family. Our school building was founded as an orphanage and school 160 years ago and the spirit of inclusivity and social mobility on which we were founded lives strong today. The school evolved into an amalgamation of Crossley and Porter and Heath Grammar Schools allowing us to trace our heritage back to 1585 and the origin of the school motto 'Omne bonum ab Alto' meaning "all good things come from above" which can both have a spiritual dimension and remind us to be thankful to the generations before.

We are a grammar school for entry into Year 7 which means students of all backgrounds are welcome at our school, they just have to show the aptitude to excel on the entrance examinations. We are proud of our diverse student body and much higher proportion of students accessing Free School Meals than other grammar schools as inclusion is at the heart of our ethos. We have a thriving sixth form which is integral to the life of the school. We embrace and celebrate our wide ethnic and geographic diversity and endeavour to be a genuinely warm, inclusive and vibrant school community.

**OUR VISION:** We truly look forward to welcoming students to The Crossley Heath School and championing their success throughout every moment of their time with us. We are **a school with a heart** and consider our staff, students and their families to be a school family. Our vision is to be **the leading school for educational excellence, where we nurture happy students with strong values, so they all contribute positively to society.** The happiness of our students really matters to us. We know that academic achievement will give them the brightest choice of future careers which will allow them to be happiest. Our aspiration is for our students to spread happiness too as positive role models for our values of kindness, courage and excellence. Our students will influence society for the better, leaving our school committed to making the world a better place.

**OUR VALUES:** Our values are **kindness, courage and excellence.** Crossley Heath students have the kindest manners, support others in a spirit of philanthropy and are inclusive in welcoming all people into our school family. We stand up courageously for what is right, celebrate the diversity of people from all backgrounds, recognise that the resilience to bounce back from failure is central to success in life and we develop the confidence to help influence the world to become a better place. Excellence is our goal, excelling academically through hard work, giving our all to sports and the arts, seizing every opportunity to shine.

**OUR PURPOSE:** "Unlocking potential; building leaders of the future. We are a grammar school with the purpose of promoting the highest achievement and most aspirational future destinations for our students. In this way we are an engine for social mobility as we unlock the potential of the most academically able students, regardless of their background, to achieve the highest of goals. Our heritage has blessed us with a truly unique building and a spirit of philanthropy, such that we have a desire to promote the welfare of others through giving our time to support and fundraise for charities helping the most vulnerable in our local community. We are here to develop students with the strength of character, aptitude and positive commitment to sharing happiness as leaders of the future.

We have a vibrant House system which adds a strong sense of positive competition and affords students an opportunity to express themselves, demonstrate their talents, make lifelong friends and have fun. Indeed, many former students comment that some of their fondest memories are of taking part in activities for their House. Student leadership is a strength at Crossley Heath with all students, led by 6th form leaders, taking part in fundraising, Eco Schools, health and well-being initiatives. Extra-curricular activities, especially a wide variety of sports, are also a strength of the school as we have teams competing in rugby, football, netball, cricket and athletics throughout the year. Our school trips are Partnership building is a Crossley Heath characteristic as we are a school family with highly supportive parents, carers and families, a vibrant local community and alumni who stay connected to our school for life. We care deeply about wellbeing and believe in being the friendliest and happiest school possible. Our staff are supported with a culture of listening, collaboration, commitment to professional development and an additional weekly free period on top of that typical in schools by way of a thank you for all that teachers do to support our wonderful students. Our students are the warmest and most welcoming people, they make being part of the Crossley Heath school family an absolute pleasure. Come along and see for yourself!



KINDNESS



COURAGE



EXCELLENCE



# Information and application form for Trustee of the Crossley Heath School Academy Trust

***The leading school for educational excellence, where we nurture happy students with strong values  
so they all contribute positively to society***

## **Appointment of Trustees**

The Crossley Heath School Academy Trust, Halifax, is seeking to appoint new Trustees to join our governing body who are willing to contribute and commit to the governance of this successful and truly child-centred school.

With parents currently well represented, we are seeking applications from individuals who do not have children studying in the school. Trustees play a vital role in setting in the school's vision, overseeing the school's financial performance, holding the school leadership to account and challenging existing processes to drive school improvements and outcomes for pupils. No-one person can do all of the above so it's important to have a diverse range of expertise, skills and experience and for Trustees to work together as a team. To build a more capable board, experience in the following areas in particular is desirable but not limited to: curriculum, teaching, finance, HR, Estates and premises.

Our full Governor Board is made up of 10 trustees (6 of which are parents of students the Headteacher and 2 staff representative trustees). If you are willing to devote some of your time to improving Crossley Heath School and have some of the skills and knowledge referenced in the person specification we would love to hear from you. Candidates with experience of the education sector, curriculum planning and trusteeship would be of particular interest but this is not essential. Support is available to ensure that Trustees can further develop the necessary skills and knowledge to carry out their role.

The term of office for any Trustee shall be four years, save that:

- A. This time limit shall not apply to any post which is held ex-officio.
- B. The term of office may be shorter than four years for any Trustee, except for Parent Trustees, if the members (or in the case of a Co-opted Trustee, the trustees) determine this at the time of appointment of such Trustee.

## **Meetings Cycle/Commitment:**

- There are 3 Trust Board Meetings and 3 Committee Meetings. Meetings are typically held in the working week from 4.00pm – 6.00pm. Some are in-person at the school and some remain virtual. Reading materials supplied 1 week in advance of meeting and should be read before the meeting.
- 3x school visits in their link trustee role(s). Report to be submitted after each visit.
- 1 x Trustee Day in school in September typically running from 9.00am – 4.00pm.
- Trustee induction and mandatory training (e.g., safeguarding) to be completed in the first year. Followed by a demonstration of continued development often relating to their committee and link trustee role.
- Ad-hoc requests to support the school and trust board e.g., school events, recruitment, disciplinary panels and bespoke workstreams.

The closing date is Friday 31 October 2025. Interviews will be carried out by the Members Board in November for shortlisted applicants. Please submit your application to Sally Hughes ([s.hughes@crossleyheath.org.uk](mailto:s.hughes@crossleyheath.org.uk)).

To view Crossley Heath School Academy Trusts Standing Orders and Scheme of Delegation, please refer to our website - [The Crossley Heath School - Trustees](#)

**We are committed to safeguarding children in all aspects of recruitment and selection.**

**The appointment will be subject to pre-employment checks, including an enhanced DBS check.**





## **The Crossley Heath School**

Savile Park, Halifax, HX3 0HG

Tel: 01422 360272

Head Teacher Mr Dean Jones

Website: [www.crossleyheath.org.uk](http://www.crossleyheath.org.uk) Email: [admin@crossleyheath.org.uk](mailto:admin@crossleyheath.org.uk)

***The leading school for educational excellence, where we nurture happy students with strong values so they all contribute positively to society***

### **Appointment of New Trustees**

The Crossley Heath School Academy Trust, Halifax, is seeking to appoint new Trustees to join our Governing Body who are willing to contribute and commit to the governance of this successful and truly child-centered school. With parents currently well represented, we are seeking applications from individuals who do not have children studying in the school.

Trustees play a vital role in setting the school's vision, overseeing the school's financial performance, holding the school leadership to account and challenging existing processes to drive school improvements and outcomes for pupils. No-one person can do all of the above so it's important to have a diverse range of expertise, skills and experience and for Trustees to work together as a team. To build a more capable board, experience in the following areas in particular is desirable but not limited to: Curriculum, Teaching, Finance, HR, Estates and Premises.

As a Trustee you will provide oversight and accountability but you also engage with pupils, staff and parents to understand their views. Typically, this would involve meetings throughout the year and occasionally supporting the school at events as outlined in the applicant pack. It can be a truly rewarding experience which allows you to make a difference and improve the lives of young people.

If you are willing to devote some of your time to improving The Crossley Heath School and have some of the skills and knowledge referenced in the person specification, we would love to hear from you. Applications are welcomed from people from all backgrounds and age groups, from young adults upwards.

Our application pack can be found on our website: <https://www.crossleyheath.org.uk/school-information/vacancies>. The closing date is 9.00am on Friday 31 October 2025. Interviews will be carried out by the Members Board in November 2025. Please submit your application to Sally Hughes ([s.hughes@crossleyheath.org.uk](mailto:s.hughes@crossleyheath.org.uk)).

**We are committed to safeguarding children in all aspects of recruitment and selection. The appointment will be subject to pre-employment checks, including a DBS check.**

# Information and application form for Trustees of the Crossley Heath School Academy Trust

## The board of trustees considers the following as essential skills and attribute for membership of the Board:

- An interest in the wellbeing of children
- Appropriate skills and experience
- Will commit time and energy to the work of the governing body
- Will visit the school occasionally during the school day and attend some school events
- Will work as part of a team
- Will attend training
- Will work for the benefit of the school as a whole and uphold its values

## The core functions of the governing body are:

- Ensuring clarity of vision, ethos and strategic direction
- Holding the Head Teacher to account for the educational performance of the school and its students
- Overseeing the financial performance of the school and making sure its money is well spent

Governing bodies work in partnership with the Head Teacher and staff. Support is available to ensure that Trustees have the necessary skills and knowledge to carry out their role. Once appointed, Trustees have access to a comprehensive programme of training and guidance.

The completed, signed (electronic typed signature is acceptable) application form (which includes a skills matrix and a declaration of eligibility to serve) (page 9-13) should be emailed or submitted by post to [s.hughes@calderdale.gov.uk](mailto:s.hughes@calderdale.gov.uk)

Any queries or for further information, please contact Deborah Tynan, Clerk to the Trustees, on [s.hughes@calderdale.gov.uk](mailto:s.hughes@calderdale.gov.uk)





# Person Specification

## Personal Qualities

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the academy
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member
- Effective communication skills and willingness to participate actively in discussion
- A strong personal commitment to equity, diversity and inclusion
- Enthusiasm for our vision and mission
- A commitment to the promotion of good behaviour and a positive school ethos
- Commitment to implementation of school safeguarding practices and procedure
- Willingness to devote time, enthusiasm and effort to the duties and responsibilities of a trustee
- Willingness to make and stand by collective decisions, even if offering an alternative view during discussions
- Respect for the work and views of other trustees and staff
- **Knowledge/ Experience**
  - *Specific professional knowledge and experience in at least one of the following:*
  - Trusteeship
  - Financial expertise
  - Extensive expertise of school education in England
  - Data analysis and/or research expertise
  - Monitoring and evaluating performance in the commercial and/or not for profit sectors
  - Recruitment and human resources expertise, including employment legislation
  - Business development experience/expertise
  - Risk management experience/expertise
  - Property and estate management
  - Marketing, media and PR
  - The education sector, schools and their curriculum at different key stages
- **Other Requirements**
  - Willingness to undertake training, link roles and visits to the school
  - Willingness to attend meetings of the Board and other meetings as required



# Application

Name		
Address		
Telephone number	Home: Mobile:	Work:
E Mail address		
Do you have any children at this school? If so give details		Y / N
Are you related to an employee or Trustee of this school, if so give details		Y / N
Current occupation/role		
Brief work history		
Are you or have you been a school Trustee before? If so, please provide brief details.		
<p>Why do you want to become a school Trustee?</p> <p>(Please outline your reasons for showing an interest in becoming a school Trustee including details of personal qualities, relevant experiences or skills you feel you could bring to a school governing body. Please continue on an additional sheet if required.</p>		
Continues overleaf		



Are there any special arrangements which we make for you if you are called for an interview?

Yes/No

If Yes, please specify (eg ground floor venue, sign language, interpreter etc.

Please select your top 3 skills from this list and rank them 1 to 3, with 3 as the highest

Marketing

IT

Project Management

Strategic Planning

Legal Knowledge

Finance

Health and Safety

Premises

Human Resources/Personnel

Business/Industry

Education/Higher Education

School Governance

Other - please indicate

Please provide contact details for 2 people who would be willing to act as a referee. These can be business (including your employer if you are in work) or personal and ideally have known you at least 2 years.

Referee 1

Name

Relationship

Address

Referee 2

Name

Relationship

Address

Declaration. Please mark each box with an 'X'

I certify that the information on this form is correct

I can confirm that I am not disqualified from being a Trustee (see page 3)

I understand that I will be subject to a Disclosure and Barring Service (DBS) check, in line with regulations, if I am appointed

Signed:

Date:





## DECLARATION FORM FOR SCHOOL TRUSTEES

- I declare that I am not disqualified from serving as a school Trustee and that:
- **I am** aged 18 or over at the date of this election or appointment;
- **I do not** already hold a Trusteeship of the same school;
- **I am not** liable to be detained under the Mental Health Act 1983;
- **I am not** a bankrupt or subject to a disqualification order under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986;
- **I have not** been removed from the office of a charity trustee or trustee for a charity by an order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement or, under section 34 of the Charities and Trustees Investment (Scotland) Act 2005 from being concerned in the management or control of any body;
- **I am not** included in the list of people considered by the Secretary of State as unsuitable to work with children and am not disqualified from working with children or subject to a direction under Section 142 of the Education Act 2002;
- **I am not** disqualified from being the proprietor of any independent school, or for being a teacher or other employee in any school, or from registration for childminding or providing day care, or disqualified from registration under Part 3 of the Childcare Act 2006;

### Declaration of any convictions, cautions or reprimands, warnings or bind-overs

Shortlisted applicants will be asked to provide any information about unspent and unprotected criminal records on a disclosure form prior to interview. The amendments to the Exceptions Order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website. **Please use link below for further information:** <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>

Name: ..... Signed: ..... Date: .....



## Skills Audit – please complete

No individual is going to have all the skills listed in the audit. The governing body is a team and the purpose of the audit is to ensure that each of the skills below are covered by at least one of the Trustees around the table

	Level of experience/skill: rate on scale of 1 (none) to 5 (extensive).				
Essential for all Trustees	1	2	3	4	5
Commitment to improving education for all students					
Ability to work in a professional manner as part of a team and take collective responsibility for decisions					
Willingness to learn					
Commitment to the school's vision and ethos					
Basic literacy and numeracy skills					
Basic IT skills (ie word processing and email)					
Understanding and/or experience of governance	1	2	3	4	5
Experience of being a board member in another sector or a Trustee of another school					
Experience of chairing a board/governing body or committee					
Experience of professional leadership					
Vision and strategic planning	1	2	3	4	5
Understanding and experience of strategic planning					
Ability to analyse and review complex issues objectively					
Problem solving skills					
Ability to propose and consider innovative solutions					
Change management (eg overseeing a merger or organisational restructure, changing careers)					
Understanding of current education policy					
Holding the Head Teacher to account	1	2	3	4	5
Communication skills, including being able to discuss sensitive issues tactfully					
Ability to analyse data					
Ability to question and challenge					
Experience of project management					
Appraisal of someone else					
Experience of being appraised yourself					
Financial oversight	1	2	3	4	5
Financial planning/management (eg as part of your job)					
Experience of procurement/purchasing					
Experience of premises and facilities management					
Knowing your school and community	1	2	3	4	5
Links with the community					
Links with local businesses					
Knowledge of the local/regional economy					
Working or volunteering with young people (eg teaching/social work/youth work/sports coaching/health services for young people)					
Understanding of special educational needs					



# WHY APPLY TO CROSSLEY HEATH?

You will be joining a board and school which is all about putting staff and students first. There are numerous wellbeing initiatives and social events to enjoy each term.

We believe our staff and governors are the school's greatest asset. We have signed up to the Education Staff Wellbeing Charter with the aim of supporting the wellbeing and mental health of all staff.

## HOW TO APPLY

Applications must be made using the application form in this pack by 9.00am on Friday 31 October 2025. Please submit your application to Sally Hughes ([s.hughes@crossleyheath.org.uk](mailto:s.hughes@crossleyheath.org.uk)).

The School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and governors to share this commitment. All staff and governors are in a position of trust and therefore have a responsibility to promote and safeguard the welfare of children, young people and vulnerable adults in accordance with the nature of this post. **The appointment will be subject to pre-employment checks, including an enhanced DBS check.**



The leading school for educational **excellence**, where we nurture **happy** students with strong values so they all contribute **positively** to society.

