

# Academy Quality Council: Councillor Recruitment Pack

September 2025

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## 1. What is The Prospect Trust?

The Prospect Trust came into being in June 2017 as a multi-Academy trust. Its main purpose is to enable strategic collaboration between educational organisations in order to maintain and improve standards. It is an exempt charity.

**Vision** To provide outstanding education within a collaborative family of academies, driving academic excellence, inclusion and opportunity for all.

**Mission** To enable all our learners to realise their full potential and make a positive contribution to their communities.

The Trust's core values are these:

- **Partnership** working together we can deliver better, and more effectively, than working alone
- **Restlessness** the current state is never good enough
- **Trust** open and transparent in everything we do
- **Quality** aspire to be the best in everything we do

The Trust's **strategic priorities** are to:

- Embed a culture of high aspirations and expectations for across all TPT's academies that enables all learners to fully realise their academic and personal potential, regardless of starting points and backgrounds
- Ensure that every TPT learner engages with a high-quality, inclusive curriculum and effective, evidence-based pedagogical practice for all groups of learners, with additional support provided where required so that no learner is left behind
- Develop an effective Trust-wide people strategy, including a high-quality professional development programme for all staff at all stages of their careers and the development of a coaching culture at all levels
- Create further opportunities for impactful Trust-wide professional and learner collaboration
- Raise the profile of the Trust and increase the number and diversity of member and partner academies
- Create a cost-effective, sustainable operating model that enables all member academies to thrive

## 2. What is an Academy Quality Council

In a multi-academy trust, the Board of Trustees (Board) is legally accountable for all decisions made in its academies. At The Prospect Trust, the Board delegates some of its powers to advisory committees. At academy level, these advisory committees are known as Academy Quality Councils (AQC).

The AQC ideally comprise of six to eight councillors including stakeholder representatives e.g. staff, parents and the local community, including the Diocese (in the case of a Church Academy). The AQC meet, on average, six times a year and work to levels of authority set out in the Scheme of Delegation.

## 3. Councillor Role Description

### Key Responsibilities

- Act as a critical friend to the Academy School's Leadership Team, providing feedback and constructive challenge to the Academy and Trust leadership in relation to the Academy's performance, ethos and local reputation.
- Ensure that the Academy operates in support of the mission and ethos of the Trust
- Contribute to the Trust's key strategic priorities
- Comply with the Scheme of Delegation set by the Trust Board
- Approve the Academy's annual Quality Improvement Plan (prepared by the Executive Headteacher) for agreement by the Trust Board
- Monitor progress against agreed performance targets for the quality of teaching and learning, attendance and behaviour
- Engage with wider Academy activities as a means of monitoring overall quality
- Safeguarding of learners and staff
- Deal with any appeals regarding learner exclusion or staff disciplinary matters as appropriate.<sup>1</sup>

### Contribution to the Academy Quality Council

Councillors should ensure that they are making a positive and meaningful contribution to the AQC by:

- attending meetings, reading papers and preparing questions for senior leaders in advance
- establishing and maintaining professional relationships with senior leaders and colleagues on the AQC
- getting to know the academy, including visiting the academy occasionally during working hours
- undertaking induction training and developing knowledge and skills on an ongoing basis.

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<sup>1</sup> Staff Councillors will not deal with any appeals regarding learner exclusion or staff disciplinary matters.

## Skills and experience

### Essential:

- Critical listening and ability to ask effective questions
- Strategic thinking
- Excellent communication
- Problem-solving and analysis

### Desirable:

- Understanding of data
- Knowledge of education
- Leadership and management skills
- Risk management skills

## 4. Benefits

Governance is a key part of the accountability system in education and for some years it has been recognised as part of leadership. Being an Academy Quality Councillor is a great opportunity to:

- contribute to school's improvement
- take part in civic leadership and give something back to your local community
- build relationships and networks in your locality
- support children and young people
- develop new skills that can support your personal and professional development
- access training that can aid career progression.

## 5. How to apply

If you are interested, please contact our Governance Adviser via email at [governanceadviser@theprospecttrust.org.uk](mailto:governanceadviser@theprospecttrust.org.uk) who will be in touch to share more information about the application process.

## 6. FAQs

### What is the term of office?

The standard term of office for an AQC Councillor is two years.

### What is the time commitment?

There are usually six meetings a year (~ 2.5 hours every other month). In addition, parent, independent and community Councillors are allocated responsibility for monitoring various thematic and subject areas. These require attendance at a variety of meetings throughout the year. Whilst there is a degree of flexibility about timing, please note that some of these meetings will take place during working hours. Councillors are also invited to attend school music and sporting events, and occasions like the annual Open Evenings for prospective pupils and their parents and awards events. Overall, the monthly time commitment is likely to be 8-10 hours.

**Will I be expected to know everything straight away?**

No, you will be provided with a thorough induction and on-going training to support you to develop into the role.

**Will I be expected to bring up issues on behalf of parents/colleagues?**

No, as a Staff or Parent Councillor you are not responsible for bringing staff or parent issues to the AQC's attention. You will bring a valuable staff/parent perspective to the AQC, but otherwise, you have the same role as other Councillors.

**Are only teachers eligible to be Staff Councillors?**

No, all staff employed at the academy at the time of election are eligible to stand. This includes teachers, support staff, senior leaders and part-time staff.

**Does the Community Councillor need to be a parent / guardian of a current student?**

No, this Councillor role is open to both parents / guardians of current students and those who have no specific connection to the Academy.