



Leading Learning through
Action-led Research and Innovation

Services to The Laurel Trust as Consultant Director Tender documents

July 2024



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Welcome



Bill Goddard
Chair of Trustees

We are a relatively young charitable trust whose core purpose is to foster research in schools which leads to improvement in the quality of education in order to remove barriers, widen opportunity and reduce disadvantage for children in areas of multiple deprivation.

We offer grant funding to encourage school-based action research by collaborations of early years, primary, secondary and special schools or settings. Throughout the duration of the research project we work in partnership with the schools to ensure improved outcomes for children and their families and to secure impact both in the short and longer term.

We currently conduct an annual bidding round when potential projects are considered for funding. Trustees have a wide range of experience within the education system and welcome your interest in The Laurel Trust and look forward to hearing from you.

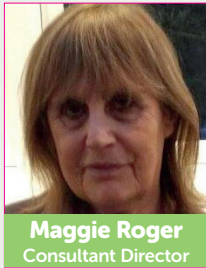
Further information can be found on our website:

laureltrust.org.uk



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A little more about The Laurel Trust



Maggie Roger
Consultant Director

The Laurel Trust began in October 2016 building on the work of a nationally renowned Leadership Centre. In the last eight years the Trust has built a successful track record of working in partnership with schools and through its work has supported hundreds of schools to undertake research, innovation and improvement.

From the beginning the Trustees focused their grant-giving and practical support to schools in areas of deprivation where schools and communities are facing increasingly challenging circumstances. These areas were often, although not always, in the Midlands, the North, coastal areas and the South-West. The key driver underpinning the work of the Trust has always been making a positive impact on children, their families, leaders, teachers and the wider school system. Working alongside schools we emphasise the need to move from the research phase into sustainable practice and the importance of reflection and collective learning for the teachers and leaders involved. Central to all we do are the values of Equality, Respect and Trust and the importance of inclusion and equity.

The challenges facing schools have become more urgent with growing inequalities for pupils in poorer communities. For example, pupils from disadvantaged communities in the East Midlands, the North-East, Yorkshire and the South-West are now 21 months behind their more advantaged peers by the time they reach GCSEs. The average is 19 months difference for pupils in all areas of deprivation.*

Therefore the drive and commitment of collaborations of schools, supported by the Laurel Trust, and dedicated to developing viable local solutions of improvement have never been more important.

**Sylvester, R Chair of The Times Education Commission*

Laurel Trust – Invitation to Tender

About the Laurel Trust

The Laurel Trust is a grant-giving charity that supports research and innovation in areas of socio-economic deprivation throughout the country to improve outcomes for children, young people and their families. The Trust is seeking an experienced and forward-thinking provider to lead its exciting work with schools and their partners and to make a significant contribution to the charity's core purpose and change children's learning and life chances.

Safeguarding children is of paramount importance to The Laurel Trust and providers will be vetted. This will include obtaining (an) enhanced DBS check(s) as appropriate.

Services required

Overview

The Laurel Trust seeks a service provider to provide leadership and management of its school-led research projects, which are conducted in partnership with schools in areas of socio-economic deprivation across England.

Specific requirements

- (a) ensure the smooth and efficient day-to-day running of The Laurel Trust including regular communication and attendance at a range of meetings and reviews.
- (b) organise an annual round of recruitment for collaborations of schools which is effective and reaches the maximum number of interested schools nationally.
- (c) create a programme of termly support and monitoring to Lead Schools with the assigned Trustee and report back to the Board of Trustees.
- (d) ensure that schools submit the necessary reports, documentation and invoices by the agreed deadlines.
- (e) work with the Lead schools to ensure that research moves from the research phase into improved practice in all the participating schools.
- (f) develop the strategy for both sustainability and dissemination to secure longevity and a wider reach and engagement
- (g) develop a range of strategies to raise the profile of The Laurel Trust regionally and nationally/internationally the interests of the service provider should align with those of The Laurel Trust and continuously advocate for The Laurel Trust.
- (h) Development and delivery of a creative, digital and media strategy to enhance reach, engagement and improved visibility of the Laurel Trust

Timetable for provision of Services

Lead and maintain an annual programme of research and innovation with collaborations of schools which leads to sustainable outcomes for children and their families and builds school expertise.	Within first 18 months
Develop strategies which look at impact in the short, medium and longer term.	Within first 12 months
Form positive working relationships with all stakeholders	Within first 6 months
Assist with the development of partnerships and contribute to the growth of The Laurel Trust, promoting its reputation and increasing its reach and engagement within the education sector and beyond.	Within first 6-12m months

Develop creative innovative channels of communications for different audiences, working in consultation with the Trustees and the commissioned designer.	Within first 12 months.
Oversee the publication of regular and informative newsletters and of the annual collection of research studies.	Within first 6-12 months

The Service Provider should set out clearly:

1. Information about itself, including how long the provider has been operating;
2. Its relevant expertise in delivering equivalent services, together with case studies and references where appropriate, including:
 - a. Its expertise in the education sector, and in particular any expertise in supporting schools in the current challenging environment;
 - b. Its expertise in leading research and innovation in partnership with education or similar organisations.
 - c. Its expertise in developing and sustaining positive relationships with a range of stakeholders.
 - d. Its expertise in development and delivery of communication, digital and media strategies.
3. How it would propose to deliver the Services and meet the timetable, including identifying any personnel involved and their relevant experience;
4. How it will utilise its existing network to benefit the Laurel Trust;
5. Any other matters that it consider relevant for the Laurel Trust to consider, including other ways in which the Service Provider could assist the Laurel Trust; and
6. Their proposed costs for delivering the Services.

Values, Ethos and Core Purpose

The Service Provider should be able to demonstrate how its values align with the Laurel Trust's Values, Ethos and Core Purpose.

Contractual Requirements

The successful Service Provider will be required to enter into contract with the Laurel Trust, a draft template for which is attached. If the Service Provider would seek any amendment to the contract, this should be brought to our attention as soon as possible.

The Service Provider should include with its submission:

1. Evidence of relevant insurance, including professional indemnity insurance;
2. Its policies relating to data protection, safeguarding and equal opportunities, and any other policies which the Service Provider considers relevant.
3. Confirmation that all staff assigned to the provision of these services have appropriate safeguarding checks.

Should the Service Provider have any questions about the Invitation to Tender, it should contact Bill Goddard by email at billgoddard11@gmail.com.

All tender submissions should be sent to the Consultant Director, maggie.roger@outlook.com
The deadline has been extended to Friday 16th August 2024. Interviews for short-listed providers will be held in September 2024.



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The Laurel Trust is a charity registered in England number 1117330 and a company limited by guarantee and registered in England number 5774260.