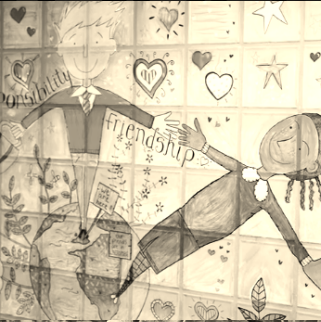




Bengeworth
Multi Academy Trust

Brilliant People • Better Schools • Bright Futures



**ASSISTANT
HEADTEACHER
AT BENGEWORTH CE ACADEMY**

Commencing 1st September 2024

Information for Candidates

Bengeworth Multi Academy Trust

King's Road, Evesham, Worcestershire, WR11 3EU

Telephone: 01386 442047

Email: office@bengeworth.worcs.uk

Web Page: www.bengeworthacademy.co.uk

The Advertisement

Full Time Assistant Headteacher

Salary: L3 - L7 (£49,574 - £54,816 per annum)

Required to start 1st September 2024

This is an exciting opportunity for a motivated, experienced teacher to broaden their expertise and further develop their leadership skills by joining this highly successful and outward facing Multi Academy Trust.

Bengeworth CE Academy is a 3-form entry, forward-thinking school with happy children, a strong teaching and support team and excellent facilities. We are committed to giving the best to both our pupils and our staff team.

We are seeking to employ an enthusiastic and committed Assistant Headteacher to join our highly motivated and hardworking team with a strong focus on achievement. We are looking for a leader who is ambitious and committed to securing positive outcomes for all children.

The successful candidate will be highly motivated with a clear vision for excellence and an ability to work with the school community to enable all children to be the best they can be. He or she will ensure our standards for teaching, learning, curriculum and assessment are evident all day and every day, and demonstrate a commitment to ensuring pupils of all abilities and backgrounds achieve their very best in everything they do.

The successful applicant will:

- Be an excellent classroom practitioner
- Share a firm commitment to excellence as standard
- Understand the importance of positive relationships at all levels
- Have leadership skills to support and sustain school improvement
- Have leadership skills to track, monitor and improve outcomes for all, especially disadvantaged children
- Have a clear view of excellence and high expectations of pupil achievement and behaviour
- Have the ability to inspire, motivate and support pupils and staff, parents, and governors
- Have a desire for continuing professional development
- Have an ability to nurture and support fully the Christian ethos of our school

In return, the successful applicant will enjoy working in a friendly and approachable workplace and alongside senior and middle leaders with a shared vision and coherent strategy for whole school improvement.

Bengeworth Multi Academy Trust is committed to safeguarding children and promoting the welfare of all children and young people and expects all staff to share this commitment. Online checks will be carried out on all shortlisted candidates, and all successful candidates will be subject to a Disclosure and Barring Service (DBS) enhanced check.

We would encourage you to look at our website www.bengeworthacademy.co.uk to find out more about our school.

Interested applicants are invited to contact Cathryn Desmond, Administration Assistant, to request an application pack and to arrange a visit of our school:

Email cdesmond@bengeworth.worcs.sch.uk or Telephone 01386 442047 ext 204.

Closing date for completed applications: 9am, Friday 3rd May 2024

Interviews: To be held during week commencing 20th May 2024

Bengeworth Multi Academy Trust

Bengeworth Multi Academy Trust is a small MAT currently made up of two schools, Bengeworth CE Academy and Bretforton Village School.

Bengeworth CE Academy



Bengeworth CE Academy is a suburban Church of England 3 form entry 'First School' (Nursery to Year 5) academy with 590 pupils on roll arranged over a split site. Our Nursery, Reception and Year One pupils are educated at our Burford Road setting with Years Two to Five pupils situated a quarter of a mile away at our King's Road setting. The school serves a close-knit community of families from a range of backgrounds across Evesham.

With the exception of Nursery, each year group is organised into 3 mixed-ability classes resulting in 8 classrooms at our Burford Road setting, including 2 Nursery bases, and an additional 12 classrooms at our King's Road setting making a total of 20 classrooms in all. Both settings are well-equipped, resourced to a high standard and are set in attractive grounds which support both non-directed time and meaningful learning opportunities. The school was graded as 'Good' in November 2023, with Personal Development graded as 'Outstanding' as a result of the high quality opportunities and rich and diverse set of experiences that spark pupils' talents and interests. There is something for everyone.



Bengeworth's Ofsted Report in November 2023 said:

"Bengeworth CE Academy is a happy and vibrant place for pupils to learn. Staff know families very well and there is a strong sense of community spirit. Pupils gain a strong understanding of the school's guiding values and they put these values into practice. Pupils behave well and appreciate having their positive behaviours recognised and rewarded by staff."

The school ensures that all pupils study a broad range of subjects. Staff work hard to bring the curriculum to life and plan activities that pupils enjoy. They connect the curriculum through 'global themes' that broaden pupils' understanding of the world."



These comments from the published report capture the exceptional nature of the school. Pupils' achievements are consistently higher than national averages; from below expected levels of attainment on entry to Reception, pupils make exceptionally rapid progress to achieve high outcomes by the end of Year 5.



As a church school, Bengeworth CE Academy has close links with St Peter's Church and believes that Christian values should underpin school life. The Christian values that have been agreed by all stakeholders are: Friendship, Perseverance, Respect, Trust, Forgiveness and Responsibility. It is also the school's belief that the theme of love runs through all of these values.

The school's vision is that every individual, child and adult, is encouraged to "Dream, Believe, Achieve." This is evident in all aspects of the school's work with a strong commitment to support pupil and staff wellbeing, as well as to enable every individual to achieve their full potential. The school's Leadership Team leads by example through their commitment to inspire, coach and mentor others.

Bretforton Village School

Bretforton Village School is a beautiful, small village school situated just outside the town of Evesham in the village of Bretforton. Set in large grounds and opposite the church, the school forms an integral part of the local community. Pupils are organised into 3 mixed-age classes with up to 30 pupils in each class, with a planned admission number for each year group of 15. The majority of the children that attend the school live in the village of Bretforton. The school was graded by Ofsted as 'Good' in June 2022.



Bretforton's Ofsted Report in 2022 said:

"Pupils are part of an inclusive community. Everyone is welcome here. Pupils are known and valued as unique individuals. Pupils care about each other as well as the world around them. Staff work closely together to encourage, support and help pupils of all abilities. Parents and carers are overwhelmingly positive about the school."



RESPECT



PERSEVERANCE



FRIENDSHIP



RESPONSIBILITY



TRUST



FORGIVENESS

About the Post

The Senior Leadership Team at Bengeworth is restructuring and will take a new format from September 2024. The team will consist of the Headteacher, two Deputy Headteachers and two Assistant Headteachers with responsibility for Achievement and Pastoral Care. This team will be ably supported by the school SENCo and Inclusion Lead for the MAT. From September, a new team of Phase Leaders will also work alongside the leadership team to realise the school's strategic vision.

We welcome applications from both experienced Assistant Headteachers as well as current middle leaders looking to take the next steps in their careers.

As an Assistant Headteacher, you will have a minimum teaching commitment of 0.6. We require you to be flexible as to where this teaching commitment will be and, as such, the successful candidate will be willing to teach in Key Stage 1 or Key Stage 2 as required.

In this role you will be expected to:

- Work in partnership with the Headteacher and Deputies as part of the Senior Leadership Team in securing high quality learning and teaching across the school
- Play an instrumental role in curriculum development alongside the Deputy Headteacher
- Evaluate and refine assessment methods and to monitor pupil progress alongside the Deputy Headteacher
- Work with subject leaders to ensure effective monitoring and implementation of the curriculum
- Keep up to date with recent and relevant pedagogy relating to curriculum development
- Lead and oversee the implementation of the pupil premium strategy for the whole school
- Provide professional guidance to colleagues, working closely with staff, parents and other agencies where appropriate
- Act as a Deputy DSL.

In return we offer:

- A collaborative, supportive and committed staff team
- A modern, well-resourced and attractive school setting which supports pupils' learning in and out of the classroom
- Excellent CPD opportunities to support career pathways and aspirations
- A strong commitment to staff wellbeing, including a midday meal with our delightful children cooked by our wonderful school kitchen.

Leadership at Bengeworth Academy

All great leadership centres on three main focus points. Firstly, great leaders know and plan towards a great future. They know what a world-class education truly looks like. This process starts with ideas or thoughts that quickly build momentum into carefully made strategic plans. Great leaders are then able to engage others in helping them deliver this future vision into reality. They are able to interact positively with every stakeholder in our school in a way that has them wanting to build an even better education for our pupils. And finally, great leaders deliver high impact, outstanding outcomes and in doing so will get the best from themselves and those they work with.

Leadership doesn't need to be complicated; it is often better when it isn't. But what is essential is that all leaders, at all levels, are relentless in their pursuit of excellence. When a challenge presents itself, they plan and navigate around it. That's what the best leaders in the best schools do. That's what leaders in Bengeworth achieve.

Working at Senior Leadership Level

School Curriculum

At Bengeworth CE Academy, we provide a broad, balanced and knowledge-rich curriculum which is underpinned by our values, core beliefs and an education for global citizenship taught through our Global Themes. Our intent and vision is to:

'Develop aspirational, confident learners and leaders of the future who have a deep understanding of the world around them and the impact they can have on it.'

It is our intention that our pupils are provided with inspirational learning experiences that will ignite sparks within all learners, and enable them to develop and build upon their long term memory by making links and connections that enable them to know and remember more. As confident, articulate and happy individuals we intend for our pupils to achieve academic excellence and who consider themselves as leaders within their own right: leaders who can and will have an impact on the world around them.

We take every opportunity to ensure that all pupils, regardless of ability, make the best progress possible and achieve the highest possible outcomes in all their subjects. We aim to make certain that all young people develop the skills and abilities needed for success in life and have the ability to apply them in a wide range of contexts. In short, we want to provide an unrivalled education for every pupil who comes to Bengeworth. As a leader at Bengeworth you will be instrumental in achieving this vision.

Our Commitment to Your Career

As a forward thinking school, opportunities for staff development are broad and varied. Within the Leadership Team, you are invited to discuss, challenge and design the strategic vision of the school. At the centre of all our discussions are the pupils. If our strategies are sharp, high impact and simple in design they will help secure the best outcomes for our pupils.

We are firm believers in networking with other schools and educational practitioners. You will be supported to network in the same way all the current Leadership Team do, in order to remain outward facing and

always learning. However, the best leaders show the ability to say 'no' as often as 'yes' to ideas and strategies from the world's best education providers. Again, you will be supported to be reflective and strategic. There is also a clear expectation that as senior leaders we are well-read, understanding the latest development in educational policy, educational research and debate. From this ever-evolving core knowledge comes the ability to digest it and use what will help our pupils become truly exceptional in this world. This is a core activity that all senior leaders regularly take part in. The reason for this expectation is that accountability is extremely high as a leader. We stand by our outcomes and have no excuses. A great leader will deliver the expected outcomes. A great leader will never say the words 'that's not my fault'. Why? Because a world-class education requires world-class leaders at every level.

School Development Priorities

The school development plan is our strategic plan to help raise standards and improve the quality of education at Bengeworth CE Academy.

At the heart of school improvement is the full commitment to delivering high quality learning experiences. This, coupled with our ethos, will remain a constant priority. However, there is recognition that we should, and will be, achieving higher standards of achievement for every pupil across the school.

A Message from the Chair of Governors

Thank you for the interest you have shown in the above vacancy that has arisen within our Multi Academy Trust. I hope that, after reading this information pack, you will feel able to visit our school and apply for the post. Our website is worth a visit as it gives a good flavour of our school.

This is an exciting time for Bengeworth Multi Academy Trust as we are looking forward to welcoming new members of the Leadership Team into the Trust to join our strong, friendly and dedicated staff and enthusiastic, confident children.

I look forward to receiving your application.

Yours sincerely

Christoine Spriggs

Chair of Governors

What to do next

We would encourage you to view our website to get a flavour of the Trust;

www.bengeworthacademy.co.uk

Arrange a visit to the school;

cdesmond@bengeworth.worcs.sch.uk

Send a completed application form complete with a letter of application to the school via email to;

vacancies@bengeworth.worcs.sch.uk or by post.

Closing Date: 9am, Friday 3rd May 2024



JOB DESCRIPTION

Summary

To work with the Headteacher and Deputy Headteachers in all aspects of leadership and management and to take responsibility for managing and developing learning and teaching across the school.

General Responsibilities

To take a central role in assisting the Headteacher, Deputy Headteachers, and Governing Body to develop our school in accordance with its shared values and our school development plans, procedures, policies and distinctive approaches.

The Assistant Headteacher will be an outstanding practitioner, an experienced curriculum and team leader, a leader in assessment for learning and assessing pupils' progress and a key person in the senior leadership team.

Alongside the Deputy Headteachers, the Assistant Headteacher will lead on the implementation of Curriculum and Assessment, working to ensure all pupils reach their fullest potential through a rich and varied curriculum and effective assessment practices.

The functions and specific responsibilities below are to be undertaken in conjunction with the duties of an Assistant Headteacher as defined in the most recent Teachers' Pay and Conditions Document and are subject to regular review.

Specific Responsibilities

The Assistant Headteacher will have a minimum of 0.6 teaching responsibility to help develop successful practice across the school.

The Assistant Headteacher will ensure that all teaching demonstrates best practice, develops relationships, supports training and development and ensures 'quality teaching first', thus ensuring all children make excellent progress across the Academy.

The Assistant Headteacher will take responsibility for ensuring the best possible curriculum offer, provision, progress and achievement for all children especially through enrichment, creative learning, extended services and partnerships in collaboration with the wider leadership team.

The Assistant Headteacher will be a model professional, setting an excellent example to teaching and support staff. They will actively and demonstrably promote achievement through building and implementing agreed school policies.

The Assistant Headteacher will lead by example in their own teaching practice and by positively encouraging and supporting all members of staff.

The Assistant Headteacher will work to ensure that the school offers a high quality, exciting, engaging, well resourced, differentiated curriculum and well-matched learning opportunities for all pupils at the Academy.

In particular, the Assistant Headteacher will be required to:

Leadership and Management:

1. Work in very close partnership with, and support, the Headteacher and Deputy Headteachers in the effective day to day management of the school and school community including:
 - recruiting and inducting staff;
 - developing and implementing health and safety policies;
 - leading assemblies and staff meetings;
 - hosting and organising whole school events such as open days and parents' evenings, and responding to the views, needs and requests of pupils, staff, parents, governors and visitors.
2. Work with the Headteacher and Deputy Headteachers, staff and governors in the development, implementation and review of school improvement plans including regular monitoring and evaluation of standards and quality of provision.
3. Supporting school governance by attending meetings where appropriate and ensuring that all governors are able to play an active and informed part in school management and development.
4. Work with the whole staff to develop a strong learning environment that has at its centre high expectations of learning, creativity, well-being, academic achievement and behaviour.
5. Work with the Headteacher and Deputy Headteachers in the school's achievement reviews and target setting processes by taking a major role in assessment and actively supporting and securing the school's success at the end of each key stage.
6. Take a leading role in the Senior Leadership Team by having responsibility for ensuring that the school assesses and monitors the progress and achievement of all pupils and groups of pupils. This includes leading in AfL, and all forms of national and local assessment and reporting requirements.
7. Take responsibility for collating evidence for specific sections of the school's Self Evaluation Form (SEF), especially those relating to standards and attainment.
8. Lead teachers and team leaders / post-holders to ensure that all assessment policies and protocols are in place and up to date and where possible recognised and validated quality assurance awards are secured.
9. Lead curriculum team leaders / post-holders to ensure that the curriculum is fit for purpose, enables pupils to make maximum progress, is consistent across the school and is reviewed on a regular basis.
10. Assist in the line management of classroom based personnel including timetabling, managing and developing roles to ensure the provision of high quality interventions and support for pupils' progress, achievement, wellbeing and good behaviour.
11. Alongside the Deputy Headteachers, manage CPD around assessment practices and the curriculum for classroom-based staff ensuring their needs are identified and met through quality training opportunities within available resources. This includes assisting in managing the INSET program and providing / sourcing training opportunities for the whole school, groups of staff and individual staff.
12. With the Headteacher and Deputy Headteachers, share responsibility for the induction and deployment of new staff, voluntary help, work experience students, trainee teachers/ students and parents working in classrooms and throughout the school, ensuring all safeguarding requirements are met and that their work in school supports the learning and well-being of all pupils..
13. Work with the Leadership Team in setting, nurturing, promoting and maintaining a very high standard of behaviour and mutual respect throughout the school ensuring that all staff play an active role in the pursuit of these standards.
14. Ensure that there is a very safe, secure, effective and pleasing environment for all users. With the Headteacher and Deputy Headteachers, be aware of Health and Safety regulations, carry out regular risk

assessments and keep the school's Health and Safety policy at all times current, under review, accessible to and used by all staff.

15. Ensure safeguarding procedures are fully upheld at all times ensuring that a culture of safeguarding is promoted and modelled.

16. Evaluate performance, create improvement plans, build capacity in staff and analyse quality of interventions and subject improvement plans.

Strengthening the Bengeworth Community:

1. Promote and model good relationships with parents and carers, which are based on partnerships to support and improve pupils' learning and achievement. Develop and enhance parental partnerships across the school, support parents and work as a key lead with complaints across the school.

2. Contribute to the development of the school as a community within the local community; strengthening partnerships with families, neighbours, our local and wider community, other schools, services and the local authority.

3. Seek opportunities to invite parents, community figures, businesses or other organisations into the school to enhance and enrich the school and its value to the wider community. Contribute to the development of the education system by sharing effective practice, working in partnership with other schools and promoting innovative initiatives.

4. Build our understanding of the diversity of the school community and support community cohesion.

5. Contribute to policies and practices which promote equality of opportunity and tackle prejudice and discrimination, support staff well-being and work-life balance and help to ensure we provide access to opportunities for growth, achievement and success for all adults and pupils in school.

6. Contribute to the development of a curriculum which provides pupils with opportunities to enhance their learning within the wider community, to achieve economic well-being and to make an active contribution.

Other duties and responsibilities:

Any other reasonable duties that the CEO, Headteacher or Deputy Headteachers may from time-to-time ask the postholder to perform.

Support For The Academy

1. Adhering to and maintaining school routine and codes of conduct
2. Supporting the ethos of the school
3. Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person
4. Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
5. Contribute to the overall ethos/work/aims of the Academy
6. Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils
7. Attend and participate in regular in and after school meetings
8. Participate in training and other learning activities as required
9. Contribute to the identification and execution of appropriate out of Academy learning activities which consolidate and extend work carried out in class.
10. Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others
11. Take the initiative as appropriate to develop multi-agency approaches to supporting pupils
12. In all contacts the postholder will be required to present a good image of the school as well as maintaining constructive relationships.

Notes:

- This post is subject to an enhanced criminal record check (DBS)
- The Headteacher reserves the right to alter the content of this job description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.
- Reasonable adjustments will be considered as required by the Equalities Act.
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy.

Person Specification – Assistant Headteacher

QUALIFICATIONS / ABILITIES / SKILLS	ESSENTIAL	DESIRABLE
Qualifications		
Qualified Teacher Status	x	
A degree or equivalent	x	
A recent, relevant record of Continuous Professional Development	x	
Evidence of commitment to higher level professional development		x
Experience		
Sustained teaching experience within the whole primary age range		x
A successful track record of teaching, with excellent classroom organisation and class management across a minimum of two different key stages	x	
A successful track record of pupil progress with evidence of using the outcomes of the analysis to set targets and influence planning, so that there is a consistently high standard of teaching and learning	x	
Participating in a team approach to leadership and management, including a record of responsibility for successful, significant innovation and development in the last two years	x	
Participating in and providing INSET	x	
Experience of leading and reporting on Pupil Premium, attendance or similar	x	
A successful track record of high-quality pastoral care	x	
Significant whole school responsibilities held and successfully delivered or a major contributor to such shared responsibilities within the last two years	x	
Experience of external links with parents and the wider community	x	
Experience of working in a Church school		x
Experience of working in a school to school partnership		x
Knowledge and understanding		
The principles and practice of primary education	x	
Curriculum management and the school's role in providing effectively for all pupils	x	
The leadership of a core subject across the whole school	x	
The role of leadership of monitoring an aspect of school effectiveness and maintaining a climate conducive to school review and evaluation	x	

Knowledge and understanding of GDPR	x	
Knowledge and understanding of the teaching of phonics		x
Skills		
Ability to participate and lead effectively in strategies to support staff development and training	x	
Ability to create a positive team spirit, delegating and negotiating in a supportive way	x	
Ability to use ICT competently in teaching and administration	x	
Have excellent written and presentation skills	x	
Ability to participate in the establishment of links with parents and governors		x
Have successful experience of engaging parents in the learning process		x
Educational philosophy		
A child-centred approach to education which emphasises the development of the individual	x	
A strong commitment to the pursuit of excellence and success for all	x	
A demonstrated commitment to varied teaching and learning strategies to meet differing needs and learning styles	x	
A willingness to work enthusiastically with colleagues within the Multi-Academy Trust	x	
A strong commitment to teamwork	x	
Personal characteristics		
A clear understanding of, and a commitment to, the Christian ethos of the school	x	
Good personal organisation skills	x	
Ability to set and achieve clear goals and aims	x	
Ability to work cooperatively and collaboratively with colleagues at all levels	x	
Ability to enthuse and inspire colleagues to work collaboratively towards agreed goals	x	
Ability to communicate effectively and sympathetically with parents	x	
Good public speaking and presentational skills	x	
Ability to work under pressure and to meet deadlines	x	
A great sense of humour	x	
A strong commitment to safeguarding and welfare of students	x	
Equal opportunities		
A strong commitment to equal opportunities in practice which encompasses gender, race, religion, and disability	x	
A commitment to working positively within school and Academy policies and guidelines to effect positive attitudes and raised expectations in the school.	x	

Bengeworth Multi Academy Trust

Brilliant People • Better Schools • Bright Futures

Bengeworth Multi Academy Trust
King's Road, Evesham, WR11 3EU

www.bengeworthtrust.co.uk

Company Registration Number: 08943457
UID: 16942
UKPRN: 10060770



Brilliant People • Better Schools • Bright Futures