

# Assistant Principal

## Snowfields Academy (Bearsted Campus)



More than just a job. More than just an employer.

Leigh Academies Trust is a dynamic, vibrant multi-academy trust, founded in 2008. Today we encompass 30 academies across Kent, Medway and South-East London.



**LEIGH**  
Academies Trust

# Welcome

## Simon Beamish

BA (Hons) MSc PGCE NPQH NLE FCCT

Chief Executive  
Leigh Academies Trust



Through a model of education that creates a network of inspirational and inclusive academies that share the same values, the Trust provides the drive for educational improvement and dynamic transformation. All of the academies work closely and collaboratively together, along with our partners, seeking to exploit the key educational philosophy of human scale education. To maximise the levels of achievement across each of our learning communities, all activities are focused on improving the life chances of the young people in our care.

As of 1st September 2022, our Trust comprises 30 geographically organised academies (14 secondaries, 14 primaries and 2 special) educating 20,000 students, and employing 3,000 talented staff. The Trust is establishing four 'clusters' of academies: North Kent; Central Kent; South East London; Medway. In addition, the Trust is responsible for one of the region's biggest initial teaching training organisations, a large teaching school hub and is an accredited apprenticeship provider. Our future plans are found in our [Vision 2030](#) document available on our website.

We are now recruiting to appoint an exceptional practitioner to the role of Assistant Principal at Snowfields Academy (Bearsted campus). The role of an Assistant Principal is a pivotal role in the school's future journey as our appointed leader will continue to build and evolve our unique and inspirational place of learning at the academy. The successful candidate will work closely with the Vice Principals and Principals and other leaders across the Trust to maintain and further develop a strong network of effective academies across the Central Kent cluster.

Our ideal candidate will be an existing leader with experience of supporting the running of a special school. We are looking for an exceptionally talented leader who will use their energy and vision to make a real impact, achieving outstanding outcomes for our students and ensuring that the school exceeds current standards and achievements.

Our successful candidate will receive encouragement, support and guidance to develop your own career within the Trust. This is a career defining opportunity and we look forward to hearing from senior leaders who are ready for the next step.

A handwritten signature in black ink that reads "Simon Beamish". The signature is fluid and cursive, with a stylized 'S' and 'B'.

Simon Beamish, Chief Executive

**Dee Pickerill**

Principal  
Snowfields Academy



# Snowfields Academy

Snowfields Academy opened in September 2020 on our Bearsted campus with a cohort of 60 students in Years 7, 8 and 9. All of our students have an Education, Health and Care Plan with ASD as their primary need; most working at or close to age expected attainment levels. We have excellent resources designed to meet the needs of our students and help reduce their barriers to learning. With student and staff wellbeing at the forefront of our provision, we offer a personalised yet challenging curriculum for students across Key Stage 3 and 4 with a clearly identified GCSE and entry level/functional skills offer at Key Stage 4. We have expanded since September 2022 and have opened a second campus at Cranbrook which will double our capacity to 240 places when we are full. We are seeking to appoint a senior leader who, as Assistant Principal, will support and contribute to this journey with us.

A highly-supportive pastoral structure is central to the academy, placing the needs of each student first, and a commitment to instilling British values and delivering a strong Spiritual, Moral, Social and Cultural (SMSC) education is evident within the curriculum. Staff at Snowfields Academy are trained to support those with both mental health difficulties and other behavioural needs, and all students and their families have access to the support they need, including contact with trained Emotional Literacy Support Assistants (ELSA). An emphasis is placed on preparing learners for their lives after school and supporting them in identifying and achieving their aspirations, and as a result students have the option of making choices from a blended

curriculum which combines both vocational and academic subjects. Regardless of their pathway choice, every student experience is tailored to suit the needs and ambitions of each individual learner.

We are a supportive team who all share the same values; to offer nurture and aspiration which supports students to live well with their autism and be fully prepared for adult life.

We look forward to hearing from you.

Snowfields Academy has a truly exciting and rare opportunity for a talented SEN practitioner to join us in the role of Assistant Principal from January 2023. The appointment is a crucial element of our academy's journey. We are seeking an individual who is looking to use their energy and vision to make a real impact, contributing to and driving our school to achieve over and above its successes to date. This is a great opportunity within a group of highly successful and collaborative academies to lead the personal and academic development of our students and contribute to a much wider community of schools. Opportunities like this are rare, so use this chance to join our truly fantastic special school and ensure students are fully prepared for their future destinations.

This role would suit an existing Assistant Principal or senior/ middle leader who has a proven record as a highly effective teacher. You will have held positions of responsibility that have made a tangible difference to your own school/ academy and must be able to offer the knowledge, skills and understanding to co-develop and implement a truly outstanding and aspirational offer to our students.

You'll be looking to develop a long-term career within one of the most successful multi-academy trusts. We welcome applications from secondary practitioners with experience in an SEN setting but particularly those who have experience of leadership within secondary and have experience of curriculum design and implementation,

#### Our successful candidate will:

- Demonstrate that the safeguarding of our students is a natural part of their core daily business
- Have a relentless drive and desire to continuously improve the Academy and significantly contribute to Snowfields Academy's growth
- Be a fellow guardian of staff well-being across the Academy
- Bring to life both our Vision and our annual LAT Academy
- Performance Agreement
- Deliver the core elements of the role working collaboratively with the Vice Principal
- Have an excellent understanding of SEN and in particular ASD students and their needs
- Be an authentic member of the Senior Leadership Team one that engenders the respect of others

- Be able to act in a selfless and collegiate manner particularly in relation to carrying out actions that benefit the academy across both campuses
- Have the capacity to make the very best decisions for the good of the whole academy
- Bring healthy alternative, well thought through views to Senior Leadership Team discussions

#### We wish to hear from you if you really want to change our education world and are:

- Currently an Assistant Principal or senior/middle leader ready for the next step in your career
- A resilient, energetic and ambitious school leader, ideally with a track record of success in an ASD setting
- A motivational and inspirational leader with the highest expectations of staff and students
- Clear potential to take up further leadership posts in the future
- Confident and able to communicate a clear vision for your phase
- Able to develop students to reach their full potential regardless of background or circumstance
- Approachable and keen to work with staff across the academy and Trust to ensure wide success
- Able to establish and develop excellent relationships with the community and other stakeholders
- An effective coach of all staff within the academy and able to be an effective public ambassador for Snowfields Academy and LAT
- Someone who values bespoke professional and personal development

<b>Position</b>	Assistant Principal
<b>Location</b>	Snowfields Academy
<b>Responsible to</b>	Principal
<b>Basis</b>	Permanent, Full-Time
<b>Commencement</b>	January 2023
<b>Salary</b>	Leadership scale commensurate with experience

# Application Process

Naturally, we are seeking to appoint the best possible candidate and therefore the application process will reflect our desire to undertake all necessary measures to achieve this.

On the basis that interested candidates may be keen to visit the academy before making a formal application, you can arrange this by contacting Natalie Wilson (Office Manager) on [natalie.wilson@snowfieldsacademy.org.uk](mailto:natalie.wilson@snowfieldsacademy.org.uk). Visits will be offered from October 2022 and will be hosted by Dee Pickerill - Principal. Please ensure you offer Natalie a range of dates when you are available in your initial email to ensure we can coordinate a visit that works for both you and the academy.

Candidates wishing to have an initial conversation with the Principal about this role can also arrange for a telephone call. Those wishing to do so should also contact Natalie (as above) in the first instance.

To submit an application in full, please do so online via the following link;

[Assistant Principal - Online Application Form.](#)

<b>Closing date for applications</b>	Wednesday 12th October 2022
<b>Shortlisting date</b>	Thursday 13th October 2022
<b>Interviews and assessment activities</b>	Monday 19th October 2022

If you have any queries on any aspect of the application process or need additional information please contact Elene Redelinghuys (Recruitment Advisor) on [talent@latrust.org.uk](mailto:talent@latrust.org.uk).

The academy is committed to safeguarding children and successful candidates will be subject to an Enhanced DBS check. Our commitment to safeguarding is underpinned by robust processes and checks which are in place across the Trust.



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## Job Profile

### **Role: Assistant Principal**

#### **Reporting to: Deputy Principal/ Principal**

Leigh Academies Trust is a highly successful multi-academy trust. Its model of education enables students to reach their full potential, transforming their lives and ultimately the communities in which they live.

### **Core Purpose**

In conjunction with the professional duties set out in the current School Teachers' Pay and Conditions, to provide professional leadership and management across the academy and specific phase by:

- Establishing systems for Quality Assurance to inform the Academy Performance Agreement (APA) and delivery of the Academy's Vision and Values
- Undertake an Assistant Principal's role working closely with senior leaders across both campuses
- Being a key visible member of the Academy's Senior Leadership Team

### **Leadership**

- To ensure all students are safe on a daily basis
- To be accountable for the personal and academic progress of all students across the Academy
- Provide vision, challenge and support across the Academy
- To be a fellow guardian of staff well being
- To ensure each day the Academy is safe and adequately staffed
- To actively bring to life the Academy's Vision and Values
- To contribute to the development of the academy as a whole via their membership of SLT
- To adhere to the notion of SLT cabinet loyalty
- To actively contribute to a termly Leigh Academies Trust Modular Review

- To monitor and evaluate the progress of staff and students towards meeting the overall aims and objectives and to professionally hold others to account
- To ensure each pupil makes progress not just in terms of English and Maths but also in terms of their personal, social and physical development
- To ensure students' EHCP provision plans are fulfilled
- Work effectively with 'The Local Board' (Governing Body)
- Line Management of academy wide identified curriculum areas
- To be an effective lead on staff performance development
- To act in selfless manner so that our students have the very best educational provision
- To be an ambassador for the core values of LAT

### **Curriculum**

- Ensure the curriculum is collaboratively developed, embedded and reviewed
- To monitor classroom performance and manage interventions and support
- To be accountable, evaluating Teaching & Learning strategies
- Create structures to ensure Teaching & Learning is innovative and of high quality throughout the Academy

### **Leading**

- To ensure students make good or better progress
- To identify quickly and then remedy any students who are falling behind
- To keep up to date with national developments in ASD pedagogy
- To conduct 'learning walks' and other learning evaluation strategies in accordance with school policy

- To ensure that challenging targets are set, understood and used effectively to raise standards of student progress
- To lead the digital strategy for the campus
- Encourage teachers to innovate in the pursuit of the highest expectations of learning
- To prepare students for life in modern Britain and to develop international mindedness
- To teach in line with expectations
- To be responsible for the development of the co-curriculum.

### Staff Development

- To undertake Performance Development Review(s) and to act as reviewer for others
- To participate in the interview process for teaching and support staff posts when required and to ensure effective induction of new staff in line with school procedures
- To participate in the school's ITT programme and support students and EQTs
- To support development in Teaching & Learning within and across curriculum areas through CPD, monitoring and review
- To develop Teachers and Teaching Assistants on both an individual and class team basis
- To support and coach Class Teachers in their role as Class Team leader
- To support colleagues to be successful in their own leadership role through mentoring, coaching and line management

### Assessment

- To lead on the termly evaluation of each student's outcomes
- To evaluate the performance data provided and take appropriate action on issues arising – setting realistic deadlines where necessary and reviewing progress on the action taken
- To provide relevant bodies with robust information relating to school performance and development
- To contribute to intervention and mentoring strategies

### Communication

- To ensure effective communication/consultation
- as appropriate with the parents of students and
- other relevant stakeholders, including Social Services and the Local Authority SEN Departments
- To ensure that all members of the school are familiar with its aims and objectives
- To represent the school's views and interest in a professional manner
- Ensuring positive relationships to enable
- productive transition and consistency across
- Phases
- To communicate effectively with parents

### Operational

- To be directed by the Principal/Vice Principal
- To organise all timetables and events across the
- Academy
- To work with the Vice Principal to ensure smooth day to day running of the Academy.

### Safeguarding of students and Duty of care

All staff, regardless of role, level of seniority and location, have a responsibility to ensure the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We must collectively create an environment where children feel safe to learn, play, and grow. Children should feel comfortable in their surroundings and know that they can approach any responsible adult with any problems or concerns.

All staff must be able to identify any children who are at risk of harm, and know the characteristics of abuse or neglect. If you suspect or confirm harm then it's essential you know what actions to take.

Annual safeguarding training is offered to all staff at Leigh Academies Trust, and it is the staff member's responsibility to be aware of the most up to date guidance documented in the [Keeping Children Safe in Education document \(Department of Education\)](#).

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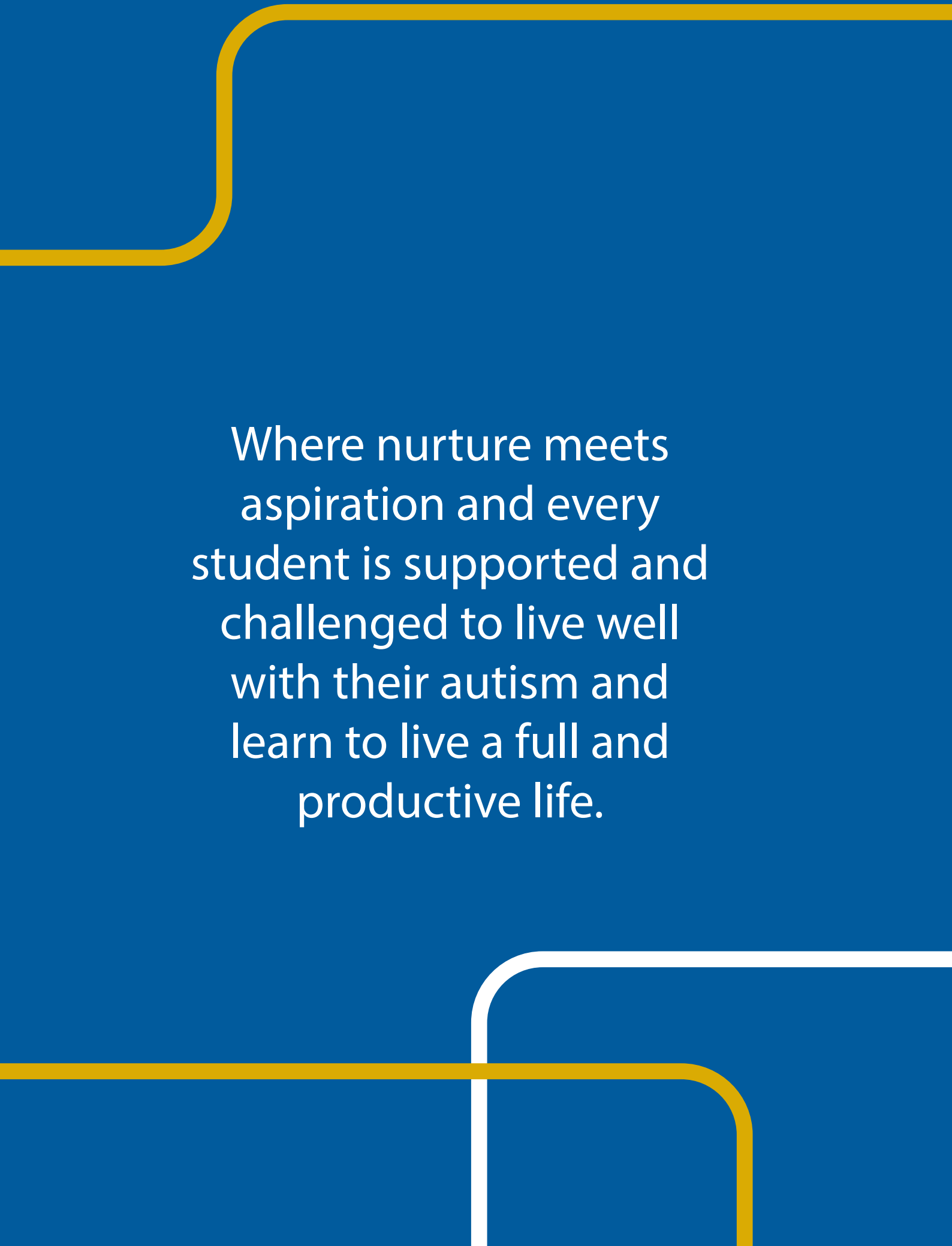
## Person Specification

As a Trust we seek to recruit talented individuals that can not only help to build the success of our academies but also people that are engaging and passionate about what they do.

When we recruit we look for specific experiences and qualities, however, we also place importance in diversity as we recognise the importance of people bringing their own diverse backgrounds, experiences, perspectives and ideas to the Trust.

For the role of Assistant Principal, the successful candidate will demonstrate the following:

- Personal impact, presence and professionalism
- The ability to inspire and motivate staff and students
- Excellent interpersonal and communication skills
- Passion for working within an SEN setting and a solid understanding of what constitutes an outstanding school along with an ability to contribute towards this
- Significant relevant experience in a similar role with leadership responsibility
- Creative, with the ability to be innovative in finding solutions
- Excellent ICT skills
- The ability to build strong relationships with governors, parents and other stakeholders
- Enthusiasm and energy
- The ability to think reflectively
- A commitment to personal and social development of self and others
- Resilience and the ability to remain calm under pressure and the ability to adapt well to change
- Reliability and integrity
- The ability to meet deadlines
- Effective organisational skills
- A sense of humour

The background is a solid blue color. In the top-left corner, there is a thick yellow line that runs horizontally, then turns 90 degrees down, and then turns 90 degrees right, ending in a rounded corner. In the bottom-right corner, there is a thick white line that runs horizontally, then turns 90 degrees down, and then turns 90 degrees left, ending in a rounded corner. A thick yellow line also runs horizontally across the bottom of the page, starting from the left edge and ending just before the white line's corner.

Where nurture meets  
aspiration and every  
student is supported and  
challenged to live well  
with their autism and  
learn to live a full and  
productive life.

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## Benefits at Leigh Academies Trust

At Leigh Academies Trust, we want to provide you with a rewarding and enriching career and to help you to reach your full potential, both professionally and personally. As an employee of Leigh Academies Trust, here is a taster of the great benefits you can receive from day one;

### **Culture**

- An open and collaborative working environment, not just within your academy but also across the Trust where innovation is encouraged
- A career in an organisation that values individuality and diversity
- Dedicated focus groups to ensure we have the optimal working environment in all aspects.

### **Professional development opportunities**

- Regular training and access to a range of internal and external programmes tailored to your learning needs throughout your career
- Educational sponsorship (application required)
- Opportunities for career progression as we are willing and able to support moves from one academy to another

### **Financial**

- A competitive salary for both teaching and non-teaching staff whereby pay progression is possible on an annual basis, following successful performance
- Access to a highly attractive pension plan
- Neyber platform – support provided to build your financial confidence and support when needed with Neyber loans
- Access to a range of benefits and discounts that

are sourced specifically for our staff Well-being

- Full-time associate staff receive 25 days annual leave plus bank holidays which increases to reflect your length of service
- The chance to work with a company who received a 'Gold' Workplace Wellbeing Award for the last two years
- Wellbeing champions and access to Mental Health First Aiders
- 24/7 access to a free Employee Assistance Programme to provide confidential advice and guidance
- Student Wellbeing support from our Educational Psychologist team
- Personal resilience and Wellbeing courses
- Access to our Wellbeing platform with a range of ever evolving benefits
- Wellbeing campaigns

### **Facilities**

- Great school buildings with many state-of-the-art facilities across our academies, providing positive working environments
- Free/discounted gym access
- Free car parking at every site
- On-site catering with great food, all reasonably priced for staff (with the option to buy evening meals so you don't have to cook!)
- Social networking opportunities across the trust to create new relationships both inside and outside of the work setting



# An overview of the Trust you'd be joining

Leigh Academies Trust is a non-profit making charitable company limited by guarantee, based in Strood, Rochester, Medway. The Trust exists to support and assist schools to build upon their existing strengths and to help them achieve educational transformation. It has significant experience in running schools, and today includes both sponsored academies and schools which have chosen to convert to academy status.

The Trust was formed in 2008 with the linking of The Leigh Technology Academy and Longfield Academy under one governing body. It now encompasses over 20,000 students, between the ages of 3 and 19, in 30 primary, secondary and special academies, across Kent, Medway, Bexley and Greenwich.

## Leigh Academies Trust – Our Values:

- We care – about our pupils through our human scale approach to education, our staff and their well-being and the communities that we serve, driven by our high ideals and strong moral values.
- We have boundless ambition – to achieve excellence for all and create confident young adults with high levels of resilience and integrity.
- We work together – as one team in the belief that we are greater than the sum of our parts. We foster an enterprising culture through collaboration and in close partnership with industry and other educators.
- We keep getting better – using our 'can-do' attitude towards continuous improvement and innovation.

## Trust Advantages:

- Expert central services for finance, HR, IT, facilities and business functions.
- Innovative approaches to teacher recruitment and retention.
- Fast track development of leaders for internal promotion opportunities.
- Central reserves protect individual school budgets.
- Substantial investment in cross-Trust initiatives to improve teaching and learning.
- Close collaboration between senior leaders across the Trust.
- Integration of primary and secondary approaches into all-through education.
- Adequate scale to design and test new ideas.
- High quality strategic governance with wide business and professional experience.
- Robust delivery models as government policies, rules and measures change.

**Our Mission:**  
**Education for a better world**

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