



**HOSPITAL
OUTREACH
EDUCATION**



**CHERRY TREE
LEARNING CENTRE**

Chief Executive Officer Candidate Information Pack





Hospital and Outreach Education AP Academy

Contents

	Page
Welcome from the Chair of the Trust	3
Vision and Ethos	5
Contextual Information and Background	6
Northamptonshire Hospital and Outreach AP Academy (NHOE)	8
Cherry Tree Learning Centre (Dudley)	9
Comments from our Young People	10
About the role:	
Advertisement and How to Apply	11
Person Specification	12
Job Description	15
Living and working in Northamptonshire	19



Cherry Tree Learning Centre

Welcome from the Chair of the Academy Trust

Dear Applicant,

Thank you for your interest in the role of Chief Executive Officer at The Skylark Partnership, a specialist Trust for young people with medical and mental health needs.

As Chair, I am immensely proud of the Trust and of the service we provide to our young people and the wider community at our two academies, Hospital and Outreach AP Academy in Northamptonshire and The Cherry Tree Learning Centre in Dudley. Our work is underpinned by the core values that we hold: honesty, hope, trust, compassion, co-operation, respect and resilience. We use the Ethical Leadership Framework in all that we do, having been one of the pathfinder projects.

Our vision is simply that 'Together we Can'. This vision is what we aspire for and is as relatable to every employee and partner of our Trust, as it is to our young people and their families. We hope the information in this pack will be helpful to you in conveying exactly what we are looking for in a CEO, and inspires you to apply. In short: An exceptional Chief Executive Officer who is passionate about making a difference to young people with medical needs, and who shares our vision and values.

As a Trust, our priority is to support every young person and their families who are either in the general hospital, the Child and Adolescent Mental Health Units or in the community, by providing an excellent, personalised education during their time with us, and subsequently helping to ensure their successful return to their home school/college or post 16 provision when they are well enough. Our academies are commissioned by the local authorities in which they reside, to meet their duties as set out in Section 19 of the Education Act 1996.



The Trust is renowned nationally for its best practice in the education of young people with medical needs. Our leaders, teachers and support staff aspire for excellence in everything they do and are open and committed to exploring new and innovative ways of delivering our outstanding provision across all of the settings.

The Trust is a progressive organisation, with a growing culture of research and development designed to promote understanding of the education of young people with medical and mental health difficulties, and seek out new models and methods of working. We place great emphasis on the importance of engaging and collaborating with our partners, particularly professionals in the NHS, in other medical needs settings and in our young people's home schools. This approach enables us to share our specialist knowledge and collaborate on new initiatives that support the wider education system and enrich our young people's learning experiences. For example, as a Trust we are continuing a DfE research project looking at the efficacy of the AV1 telepresence robot in supporting young people with medical needs to remain connected to their home schools.

As Chief Executive Officer, we expect you to have the confidence and capacity to lead the Trust into the next phase of its journey, keeping the values at the core of all you do. You will be supported in these efforts by myself, the Trust Board, the Academies dedicated staff and the local communities. In moving the Trust forward, we expect you will be happy to innovate and be comfortable taking well considered risks, but always basing decisions on evidence, thought and the contributions of others, operating within the Ethical Leadership Framework. While you are comfortable taking

ultimate responsibility for the decisions under your control, and can act with the minimum of direction, you have a clear political awareness and an understanding of when to involve others.

The successful candidate will have proven leadership skills in several roles involving either education of young people with SEND / medical and mental health needs and your colleagues will value your strong sense of duty, your empathy and your ability to build relationships at all levels. You will have worked hard to build a climate of openness, respect and trust in your present role so that staff at all levels feel comfortable raising issues knowing they will be heard and valued. Equality and diversity are part of your core values based on your respect for people.

You will be able to demonstrate that you care fundamentally about young people with medical and mental health needs, about staff and about the right of all young people to an education, and because you understand the vital importance that education has in their lives. You will always drive for high standards in all areas, with no ceiling on the aspirations for our young people, and have the experience, skills, drive and energy to enable others to have the same ambition.

You will be leading a Trust which is financially very strong. You will be a great ambassador for the Trust, with the capacity to be seen as an expert by the leaders in the Trust, modelling ethical leadership, being at ease in promoting the Trust in the local communities, and nationally. This is an ambitious role with high expectations, but it will be an exciting and immensely rewarding role, in which you will build on the current good practices in the Academies to meet the challenges for the Trust ahead. We are keen to grow the Trust, so you will be supported by the Trust Board in your efforts to '*scan the horizon*', see potential as it emerges and begin to plan and build capacity in advance of an opportunity to attract additional alternative provisions into the Trust.

Our ideal candidate will be energetic, ambitious, forward-thinking, with highly developed interpersonal skills able to embrace the ethos of our schools and develop and enhance our Trust for the 21st century.

This appointment is being supported by the Association of School and College Leaders (ASCL). If you feel this opportunity is for you, please contact Bal at ASCL Leadership Appointment Service on 07492 353368 or email Bal.Kaur-Pierpoint@ascl.org.uk for further information.

I hope you will be inspired by the information in this pack and feel passionate, as we do, to take on this exceptionally rewarding challenge. I look forward to hearing from you and receiving your application.

Yours sincerely,



Frances Jones
Chair of The Skylark Partnership Trust

Vision and Ethos

Our mission is to create a family of exceptional schools for children and young people with medical needs, where each is unique and distinctive, sharing the same values and ethos.

The Skylark Partnership seeks to uphold the values and virtues of ethical education by 'doing the right thing' through honesty, integrity and transparency. We try to use the ethical leadership framework in everything we do.

Together we can'

This vision is what we aspire for and is as relatable to every employee and partner of our Trust, as it is to our young people, and their families.

- Our learners and their families are at the centre of what we do: empowered to learn and achieve, valued within our and their communities as visible, resilient, active and responsible citizens
- Our staff and partners are passionate about being the best that they can be, providing our young people with opportunities for enriched learning and pathways to employment and independence.
- Our Trust is relentlessly focused on improvement; it values and celebrates success and builds partnerships to develop personalised provision with and for those we serve.

Our academies are at the heart of the inclusion and SEND offer in the local authorities and strive to deliver on our vision. All of the work of the Trust is underpinned by our core values: resilience, respect, co-operation, compassion, honesty, trust and hope.



Contextual Information and Background

The Skylark Partnership was established in 2018 as a multi-academy trust with Hospital and Outreach Education as the first academy, with Cherry Tree Learning Centre joining in December 2019. The Trust currently operates two academies, one in Northamptonshire and the other in Dudley. Both academies are commissioned, via Service Level Agreements, by their local authorities, to provide education for young people with medical and mental health difficulties who cannot attend school full time. Both academies offer a broad and balanced curriculum up to full time education and are key to the local SEND strategy continuum.

Both academies cater for children and young people aged 3 - 16 years with mainly key stages 3 and 4 educated in the Outreach Centres. Every year, cohorts vary and are dependent on which children and young people are referred to the academies by the local schools. Children and young people in the CAMHS Units may come from anywhere in the East Midlands, but from only the local area in the general hospitals.

The head office of the trust is based at the Delapre Centre in the centre of Northampton, but the CEO will be required to travel to the different centres and academies in their role.



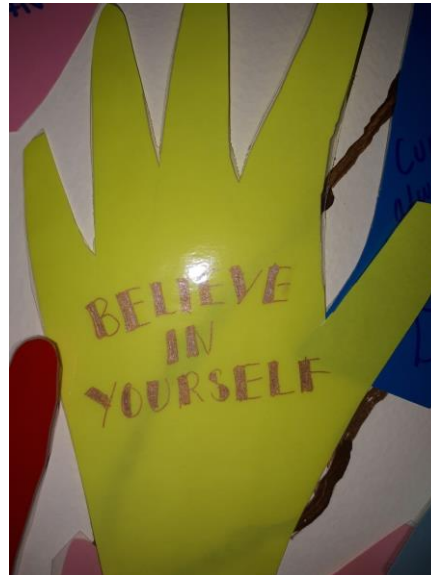
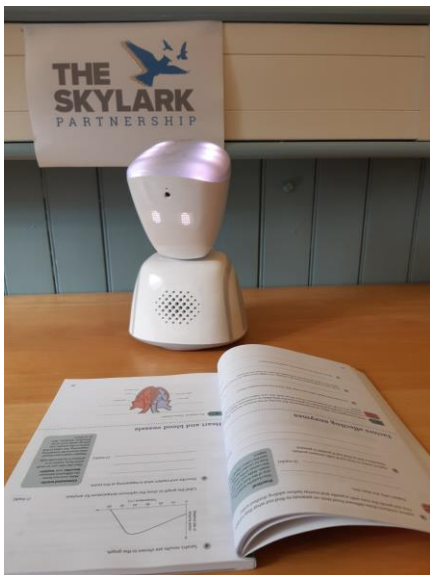
The Trust values and the Ethical Leadership Framework underpins all of the work undertaken in the academies and Trust.



The Trust is in a strong financial position and benefits significantly from the support of a Chief Finance Officer who works closely with external partners and advisers to provide services and to improve support to our Academies. Finance, HR, IT, Estates and Data processes and procedures are embedded, and policies set out clear direction. All funding is pooled so that all academies within the Trust can benefit.

Although both academies were judged to be outstanding (NHOE) and good (CTLC) by Ofsted in 2014 and 2016 respectively, there is always a desire to make improvements to our performance, curriculum and individual personalised offer to our young people. Both academies are engaged with the Challenge Partners charity, which supports school improvement through peer reviews, and the Trust has a school improvement partner. Each academy has its own Team Improvement Plan which links to the Trust's five-year plan. Recent review of roles and responsibilities of different staff have ensured clarity of expectations and alignment across the Trust.

The Trust is currently leading a national project looking at the efficacy of the AV1 robot in supporting young people with medical needs to remain connected to their home schools. This is a continuation of the Alternative Provision Innovation Fund project originally led by the DfE. This is an exciting project at the cutting edge of using technology to support our cohorts, not only in our Trust academy communities, but across the country.



The Trust is an active member of the National Association for Hospital Education with the current CEO being the Chair and the Head of NHOE as one of the Directors. All staff are engaged with colleagues from other hospital schools and medical PRUs through subject networks and regular professional development events.



Northamptonshire Hospital and Outreach AP Academy (NHOE)

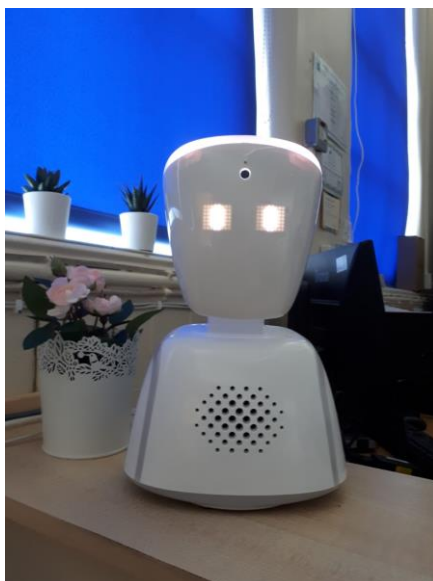
This academy operates over seven different centres, two outreach centres, two general hospitals and three CAMHS units, with a PAN of 87 (37 hospital places). In addition to this, pupils are supported in homes, in their own schools, and at college. Northamptonshire is a rural county, hence the need for many centres, with 18 miles between two of the centres. Staff are required to travel between the bases to teach their subject specialisms. Schools refer young people for support when their attendance is a cause for concern due to medical or mental health difficulties.

Led by a Headteacher and a local advisory board, NHOE are leaders in the use of IT in hospital education, having been the lead organisation in the AV1 robot project and winner of the Times Education **Best Use of IT Award in 2020**. You can find out more about their work at their website <https://nhoe.org.uk/>.



NHOE provides direct teaching and support with reintegration back to school and/or support across the transition, as well as supporting school improvement by offering advice and guidance to schools on how particular medical and mental health conditions may impact on a young person's behaviour, attendance, achievement, and attainment.

All young people receive a personalised education programme and have an individual learning plan to support their learning and medical/mental health needs. These are reviewed with them, every 6 weeks and parents/carers, home school staff and multi-professional colleagues are part of the review and plan ahead together. HOE support is rather like a 'revolving door'. Young people are admitted for support, spend some time in the 'revolving door' then go out the other side back to school or post 16 provider when they are well enough.



Cherry Tree Learning Centre (Dudley)

This academy operates over two centres, one at a general hospital and the other in the outreach centre, with a PAN of 76. Dudley is a much smaller local authority, and all the young people can travel to the single outreach centre. This means all staff are based there.

The Headteacher and a local advisory board, are key in offering in-reach programmes to local schools in best practice to support young people with medical needs in schools. The Centre is one of two Short Stay Schools in Dudley and supports children and young people living in Dudley who are unable to access their mainstream/special school due to ill health. Children and young people aged 5-16 years are referred to Cherry Tree for issues related to Mental Health, including self-harm, anxiety, school 'phobias', separation anxiety and depression, as well as a variety of physical medical conditions.

The Centre is committed to working in partnership with schools, educational settings, parents and other professionals in order to ensure the educational/emotional needs of this vulnerable group of children and young people are appropriately met. The Centre recognises that the best place for any young person to be educated is in their mainstream or special school and they provide reintegration support, if required, when the child/young person is ready to return to their mainstream school.

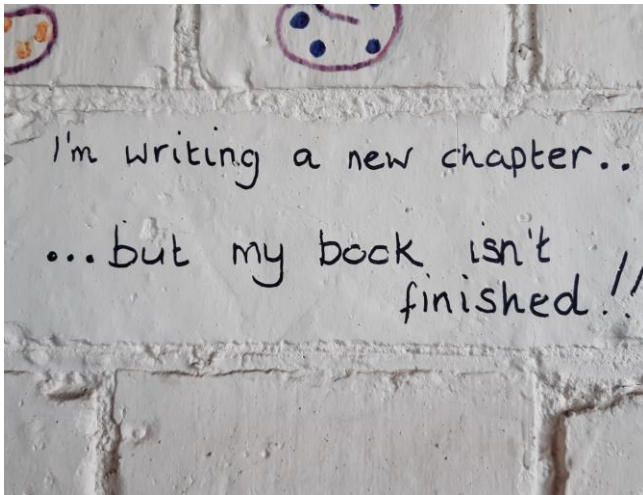
The ethos at Cherry Tree is to teach and encourage tolerance of others, mutual respect and resilience. The Centre provides:

- Home teaching
- Hospital teaching (Russells Hall Hospital)
- Small group teaching at the Centre

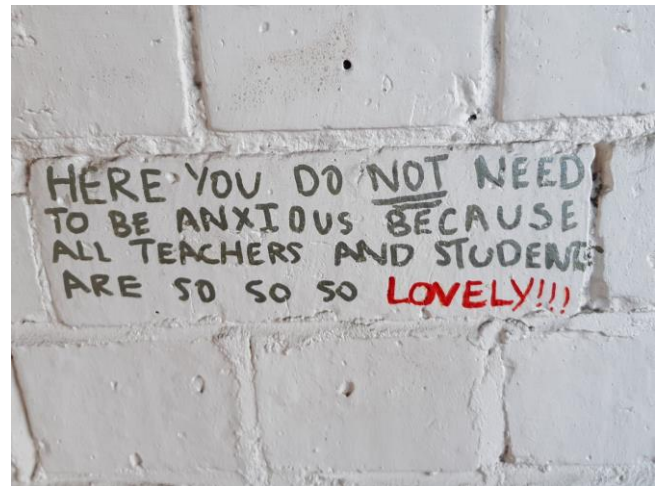
You can find out more about their work at their website, <https://cherrytreelearning.co.uk/>.



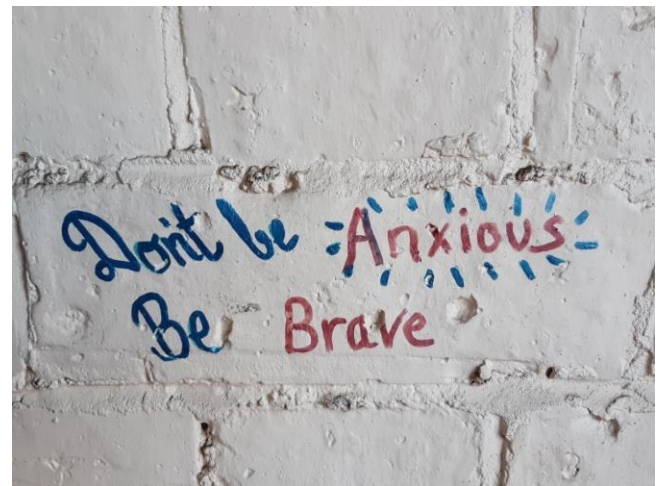
Comments from our Young People



"I have spent the last 4 years out of school, refusing to go, fighting my parents even pretending to be ill so I didn't have to go. But coming here has really helped me so much - I can't wait to get here. I have met so many amazing people and made amazing friends. I now feel so safe - thank you all."



"Thank you for all of your support. I have come such a long way but if I am honest, this school has saved my life. Thank you for making me become a better person"



Advert and How to Apply

Chief Executive Officer Salary: L28-L35 (£79,748 - £94,669)

Start Date: from January 2022 or earlier if possible

The Skylark Partnership (TSP) is seeking to appoint an exceptional leader, with a strong track record of school improvement, in a setting that includes SEND and/or alternative provision, to join us as our new Chief Executive Officer (CEO). We currently have two medical alternative provision academies in our Trust, Hospital and Outreach Education AP Academy in Northamptonshire and the Cherry Tree Learning Centre in Dudley, rated outstanding and good respectively by Ofsted, prior to conversion. We are very aspirational for our young people and do not allow their medical or mental health difficulties to limit their potential. We are passionate about making a difference to them and their families, giving hope for the future. We are keen to grow the Trust and encourage other alternative provisions for young people with medical needs to join us.

Our Trust is defined by our core values of resilience, respect, co-operation, compassion, honesty, trust, and hope, along with our ethical leadership. This is a rare leadership opportunity for someone to make their mark and contribute to ensuring that TSP continues as an educational influencer both regionally and nationally.

As an experienced professional, you will be able to demonstrate strategic leadership and excellent people management skills. You will lead and promote the Trust and be a driving force for innovation. You will be able to demonstrate extensive staff development experience and expertise. Most importantly, you will have a passion for education for young people with medical needs, ensuring that they have equal rights to and in line with their peers. You will need the determination to make a positive difference and commitment to continuous improvement across the Trust.

As an exceptional leader, you will be able to deliver and lead on the TSP vision and strategy. You will have the support of a committed Trust Board for your own professional development which will include mentoring and induction. You will be leading a passionate team of senior leaders across both academies to secure the best outcomes for our young people.

You will be an excellent ambassador with a proven ability to form productive partnerships, particularly with health colleagues, that support the long-term future of our highly ambitious MAT. We are looking for an outstanding individual to lead us into the next phase of our development. Emphasis on staff wellbeing is an integral part of our culture and we provide a highly supportive working environment.

If you are inspired by what you read in this pack, Trustees would encourage you to arrange an informal and confidential virtual meeting to discuss the post in more detail with the Chair, Frances Jones, prior to applying.

This appointment is supported by ASCL's Leadership Appointment Service. If you feel this opportunity is for you, please contact Bal at ASCL Leadership Appointment Service on 07492 353368 or email Bal.Kaur-Pierpoint@ascl.org.uk for further information. To arrange an informal and confidential conversation / virtual meeting about this post with Frances, please contact Bal.

Please email your completed application form to s.valentine-swallow@skylarkpartnershiptrust.co.uk.

Closing date for applications is: Monday 14th June at 12 noon

Shortlisting will take place on: Wednesday 16th June

Interviews will be held on: Fri 18th (remote), Tues 22nd (remote), Wed 23rd June (F2F).

The Skylark Partnership is committed to safeguarding and promoting the welfare of children and young people and the Chief Executive Officer must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS).

Person Specification

	CRITERIA	Essential/Desirable			Where assessed
		E	D		
A	Education and Qualifications				
1	A good honours degree.	√			A
2	Qualified Teacher Status (QTS).	√			A
3	Professional/management qualification relevant to the role or relevant higher degree and / NPQH/ NPQEL.		√		A
4	Evidence of continuing professional development at Head Teacher level in preparation for Executive leadership role.		√		A
5	Safeguarding/Designated Person Training.		√		A
B	Professional Qualities, Knowledge and Experience				
6	Substantial experience of leading in education.	√			A
7	Demonstrable leadership experience of sustaining high levels of improvement.	√			A, I, R
8	Successful experience of leading teams across a MAT and on multiple sites.		√		A
9	Able to plan strategically and operationally with the Executive Team, allocate resources effectively and evaluate impact.	√			A, I, R
10	Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and alternative provisions.	√			A, I, R
11	Knowledge and understanding of teaching and learning in primary and / or secondary schools.	√			A, I, R
12	Knowledge and understanding of teaching and learning for young people with SEND and those in alternative provision.	√			A,I
13	Ability to articulate and share a vision of education and evidence of having successfully translated vision into reality at whole-school level.	√			A, I, R
14	Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement.	√			A, I, R
15	Knowledge of innovative ways of using ICT to support teaching and learning	√			A, I
16	Proven track record in successfully leading change and resource management and an understanding of substantial change management programmes.		√		A, I, R

17	Ability to analyse data, develop strategic plans, set targets to raise standards and monitor/evaluate progress towards these.	✓			A, I, R
18	Understanding of the strategic role of the Academy Trust Board and Local Advisory Body and evidence of successful collaboration.	✓			A, I, R
19	Able to advise the Trustees on future strategic development of the Trust.	✓			I
20	Knowledge and understanding of statutory requirements and experience of Child Protection, Safer Recruitment, Safeguarding procedures and Prevent.	✓			I
21	Knowledge and understanding of the key legal issues relating to the leadership of a Trust and the schools within it, including: equal opportunities, race relations, disability, employment, health and safety and public relations.	✓			I
22	Experience of leading collaborative partnerships outside of school in the local community, working closely with external partners e.g. local schools, health professionals.	✓			A, I, R
23	Strong financial acumen.	✓			A,I
C Students and Staff					
24	Outstanding classroom practitioner with an excellent understanding of how young people learn, barriers to learning, and the core features of successful classroom practice.	✓			A, I, R
25	Provide inspirational leadership which challenges, motivates and empowers young people, staff, and parents to carry the Trust's vision forward.	✓			I, R
26	Successful experience of curriculum development and assessment to maximise young peoples' outcomes and provide a personalised curriculum.	✓			A, I
27	A clear understanding of the implications of Government Education Policy for a Trust such as TSP.	✓			A, I
28	Appreciate the importance of a work life balance for all.	✓			A, I, R
D Accountability					
29	Experience and evidence of highly developed skills of robust appraisal and performance management of direct staff and systems for all staff, recognising high performance and tackling underperformance to resolution.	✓			A, I
30	Experience of effective strategic financial and resource management to achieve educational priorities and ensure efficiency and value for money.	✓			A, I, R
31	Proven successful experience of systematic, rigorous school self-evaluation, to inform school improvement planning and raise educational standards.	✓			A, I

32	Able to combine the outcomes of regular school self-review with external evaluations to develop the schools further.	✓			A, I
E Personal Qualities, Skills and Attributes					
33	Ability to embrace and promote the core concept of 'personalised learning' for all young people and the Trust's core values of resilience, respect, co-operation, compassion, honesty, trust and hope.	✓			I
34	Works to the Nolan Principles of Public Life and the Ethical Leadership Framework.	✓			I
35	Outward facing leader, determined with sound judgement and strong negotiation / advocacy skills.	✓			I
36	Be able to relate empathetically to parents/carers, pupils, staff, local advisory boards, trustees, stakeholders and the wider community.	✓			I
37	Approachable with outstanding communication and interpersonal skills across all media and with a range of audiences.	✓			I
38	Able to build and maintain good, respectful relationships and promote unity across the Trust's Academies.	✓			I, R
30	Able to organise work, prioritise tasks, make decisions and manage time effectively.	✓			I, R
40	Excellent listening skills, consults and values the contribution of others.	✓			I
41	Has stamina, resilience, tenacity, remains positive and enthusiastic whilst working under pressure.	✓			I
42	Has a passion for working with young people with special /medical / mental health needs.	✓			A,I
43	Has a passion for continual personal and professional development for all.	✓			I

A Application form

I Interview and assessment tasks

R References

Job Description

Job title: Chief Executive Officer (CEO)

Salary: L28-L35 (79,748 - £94,669)

Contract type: Full time, permanent

Reporting to: The Board of Trustees of The Skylark Partnership Trust

Responsible for: Headteachers of each Academy, the Chief Finance Officer

Main Purpose

The CEO will be accountable to the Academy Trust Board for:

- Providing strong strategic leadership towards the Trust's vision and goals
- Implementing and monitoring of strategic, well co-ordinated, and sustained school improvement across each of the Trust's Academies
- Leading and overseeing the efficient, effective, and compliant management of the Trust and its academies
- Developing and securing the Trust's long-term future, including opportunities for Trust growth

The CEO is also the Trust's Accounting Officer, responsible for:

- Ensuring the Trust fulfils the statutory and regulatory responsibilities set out in the Academies Financial Handbook
- Ensuring the responsible and appropriate use of public funds
- Planning, implementing, and monitoring the Trust's internal and external financial reporting.
- Ensuring that the Trust fulfils the value for money principles across the settings to make best use of public money

Duties and Responsibilities

Strategic Educational Leadership and Development of the Trust

The CEO will be accountable for providing strong and effective strategic leadership and direction for the Trust and its academies to meet the vision and aims set by the Academy Trust Board, in line with the Trust's core values of ethical leadership, resilience, respect, co-operation, compassion, honesty, trust and hope. The CEO will also ensure the Trust meets its local and national objectives, developing the Trust's long-term future, including Trust growth.

The CEO will:

- Lead the formulation, implementation and delivery of the Trust Strategic Development Plan, the Business Plan and self-evaluation and improvement plans.
- Provide strong and effective leadership, vision and strategic direction to Trust staff to achieve the highest levels of performance and ensure a culture of continuous improvement.
- Ensure that the quality of educational provision offered by each school in the Trust meets the standards set by the Trust and Ofsted and that a culture of continuous improvement exists that is focused foremost on raising holistic educational standards and outcomes.

- Develop and nurture a professional climate that is focused on *“personalised pupil programmes”*.
- Build on the current innovative use of ICT to support the blended learning strategy as part of a personalised learning package.
- Develop an ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Provide executive leadership to the Headteachers of each school and the Chief Finance Officer in the Trust providing challenge, coaching, support, and robust accountability.
- Ensure that robust and effective performance management and wider administrative and governance arrangements are in place to ensure the effective implementation of the Trust’s strategic and business plans.
- Develop and maintain effective relationships with the Education and Skills Funding Agency, Department for Education, Local Authorities, local schools and Trusts, other hospital education and medical alternative provisions to seek new ways of raising performance.
- Ensure robust and relevant, but sustainable, self-evaluation and accountability systems that support academies to improve and provide accurate and up to date information for the Trustees.
- Work with the Academy Trust Board and other senior leaders to ensure proactive, robust, and appropriate risk management for the Trust and its academies.
- Lead the growth and development of the Trust, including due diligence and providing support to converting schools.
- Maintain an outward-facing role on behalf of the Trust and its academies to support future growth and development.
- Have an up-to-date knowledge and understanding of the education system, particularly for alternative provision and hospital schools, to ensure the Trust is able to plan strategically and is able to respond effectively to new legislation, policy and practice affecting it.

Leadership and Management

The CEO will be accountable for all Trust operations, both directly and through the management of the agreed organisational structure. They will lead the Trust using the ethical leadership framework.

The CEO will:

- Provide dynamic, motivational, and inspirational leadership at all levels of the organisation.
- Develop a Trust wide strategy for building leadership capacity across the Trust.
- Line manage Academy Headteachers and the Chief Finance Officer.
- Model the Trust’s commitment to collaborative working, continuous improvement, and high achievement across all areas of its work.
- Develop, implement, and review Trust policies to ensure the achievement of the Trust’s aims.
- Ensure the Trust’s management and organisational structures, and operational models, are fit for purpose and facilitate continuous improvement.
- Communicate effectively with Academy Headteachers, Chief Finance Officer, teaching staff, pupils, parents, local advisory board members, trustees, local authorities and represent the Trust effectively to key external partners, the media, and the public on a national platform.
- Develop and maintain effective relationships with the Department for Education (DfE), Regional Schools Commissioners (RSCs), local authorities, head teachers and local advisory boards, collaborating with them to secure and extend the reputation, values, and vision of the Trust.
- Develop and effectively manage the Trust’s resources and facilities, including overseeing major capital projects.

- Ensure the Trust effectively manages its talent through effective CPD and succession planning, including developing and empowering senior staff, appointing consultants where appropriate, and supporting recruitment and CPD at academy-level.
- Take responsibility for guiding the Trust through changes to education sector initiatives and practice, including that specific for alternative provision, such as curriculum changes or changes to Ofsted and accountability frameworks.
- Ensure that local communities served by the Trust are actively engaged with its work and have confidence in the quality of its provision.
- In collaboration with Senior Leaders across the Trust, ensure that the Trust has an effective strategy for building educational and leadership capacity enabling it to achieve its goals.

Quality of Education and Pupil Outcomes

The CEO will hold Senior Leaders to account for all aspects of teaching and learning across the Trust, upholding high standards for academic and non-academic pupil outcomes and ensuring achievement of the Trust's educational vision.

The CEO will:

- Develop and lead the Trust's improvement processes, including identifying and analysing academy improvement needs, prioritising appropriately resourced solutions and evaluating the impact of improvement strategies basing decisions on best practice, evidence, and the contribution of others.
- Provide quality assurance and accountability through a rigorous and robust system of target setting.
- Provide strategic direction and leadership for teaching and learning across the Trust, especially in response to sector changes or changes to government policy.
- Oversee school-to-school support across the Trust.
- Oversee the development and implementation of blended learning approaches
- Commission external support for Trust and academy improvement and assess the effectiveness and impact of the support provided.

Safeguarding and Compliance

The CEO will be accountable for the Trust, and its academies, meeting its legal and statutory responsibilities.

The CEO will:

- Ensure that the Trust, and each school within it, meets its safeguarding responsibilities in line with current legislation.
- Ensure that the Trust meets requirements related to health and safety and data protection.
- Ensure the Trust meets requirements set out by Companies House, the Charity Commission, the Department for Education, and the Education and Skills Funding Agency.
- Embed Trust-wide accountability and quality assurance procedures to achieve compliance.
- Act as a designated Safeguarding Lead for the Trust.

Finance and Procurement

The CEO will be accountable for the financial propriety and sustainability of the Trust.

The CEO will:

- Act as Accounting Officer for the Trust, ensuring that its educational and financial performance is effectively managed, and it meets all its statutory and regulatory obligations working to the standards set out in the Academies Financial Handbook.
- Work closely with the Trust's Chief Finance Officer (CFO), to establish and oversee effective financial monitoring systems, take appropriate action to address financial risks, problems and irregularities, and present Trustees with accurate and timely financial reports.
- Develop and oversee the Trust's income generation strategies, including grant applications and other fundraising.
- Oversee resource allocation and budget-setting and approval for the Trust and its academies, and ensure budgetary targets are met.
- Work closely with the Trust's CFO, to establish effective procurement procedures in order to achieve financial efficiencies.
- Build capacity and identify opportunities to widen the Trust's provision for the benefit of local communities and deliver appropriate transitional arrangements for academies new to TSP.
- Ensure the Trust's financial viability is secure, firmly based on accurate analysis, the optimum use of resources and the generation of a yearly surplus, in line with Trust KPIs, to meet the development needs across the Trust.

Variation in Role

As the Trust's work develops, there may be a need for adjustments to the role and responsibilities of the post. The duties specified above are, therefore, not to be regarded as either exclusive or exhaustive.

Equality and Diversity

The Trust is committed to Equality and Diversity for all members of society. This will require leaders such as the CEO to both set an example and support the Trust's initiatives.

Commitment to Safeguarding Vulnerable Groups

The Skylark Partnership is committed to safeguarding and promoting the welfare of children and young people, as well as vulnerable adults, and expects all staff and volunteers to share this commitment. This postholder must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people.

This job description is subject to annual review.

Chair of Academy Trust Board's signature: _____

Date: _____

Postholder's signature: _____

Date: _____

Living and working in Northamptonshire

Northamptonshire is considered 'Britain's Best Surprise' with fabulous country houses, gardens, food and drink, culture, festivals, and world class sport - all on your doorstep.



Perfectly situated in the heart of the country, it has quick transport links locally, nationally and internationally, within one hour of London, Birmingham, Oxford, and Cambridge.



Northamptonshire itself is a large rural county with many small villages interspersed with larger towns. There is a wide range of housing available with new developments taking place across the county.



Northampton is Northamptonshire county's town on the beautiful River Nene.

One of the UK's biggest towns, Northampton has been populated since the Bronze Age, but since receiving its New Town designation in 1968, it has grown and developed extensively. Once the centre of the British shoe industry, today Northampton is a modern and thriving market town with a fascinating heritage.

Living and working in Northamptonshire cont'd....

Northamptonshire is the origin of the British shoemaking and leather industry dating back almost 900 years. Although this industry is now dwindling, there are still remnants of the bespoke shoemakers and of course, the 'Cobblers' football club. Famous brands that you may recognise that are now located in the county include Weetabix, Carlsberg, and Doc Martens.



If you enjoy the outdoors, there are numerous country parks, the River Nene and the Grand Union Canal. This is alongside famous houses such as Althorp House, the family home of Princess Diana, Holdenby House, Canons Ashby, Lamport Hall to name but a few.



If you enjoy sports, the county has a premiership rugby team in the Northampton Saints, Northampton Town Football Club, Northamptonshire County Cricket (The Steelers), Silverstone and Rockingham racecourse with a strong local clubs and society network.



Northamptonshire has an excellent network of teaching professionals who work collaboratively together to improve education for children and young people in the county. The movement 'Educating Northants' is led by leaders in the education field and runs regular CPD events, including conferences, where there are opportunities to learn from best practice examples from peers. You can find out more about them here <https://educatingnorthants.co.uk/>.