



Scholars Academy Trust
Fulfilling every child's potential

CHIEF EXECUTIVE OFFICER RECRUITMENT PACK

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Welcome

Due to the retirement of our founding CEO (and former Headteacher of Launde Primary School) Trustees are now seeking to make a permanent appointment of an exceptional individual to lead the Trust towards the next stage of its development. Working closely with our Trust Board and in partnership with a range of internal and external stakeholders, you will deliver the Trust's strategic vision and lead our academies to deliver strong outcomes and outstanding provision across the MAT family of schools.

The ideal candidate will be an inspirational leader and experienced Headteacher, working within an academy's context, who will wholeheartedly embrace the mission, vision and values of the Trust and empower others to do the same. Through a highly collaborative approach, exceptional communication and strong interpersonal skills and the determination to make a positive difference, you will have a track record of success in delivering a strategic vision that drives a culture of continuous improvement and ensures the highest possible achievement for all. You will be highly accomplished at developing professional networks and partnerships, have a clear understanding of the current education landscape, strong financial acumen and a proven ability to manage risk effectively.

It is important to us that the leader we appoint will follow the seven principles of public life and have the confidence, vision and skills to lead the continued improvement and growth of the Trust, whilst at the same time ensuring the health and wellbeing of children and staff. We are also looking for a leader who will support and nurture the unique ethos of the academies across the Trust.

Please read through this application pack carefully. We hope it gives you a flavour of the inspiring and exciting opportunity this post offers and very much look forward to hearing from you.

For an informal chat you are welcome to contact our CEO Inderjit Sandhu isandhu@scholarstrust.co.uk or myself at srichards@scholarstrust.co.uk to arrange a suitable time.

We look forward to receiving your application , the closing date is noon on Monday 9th January.

Mrs Sarah Richards
Chair of the Trust Board

Background

Scholars is a small trust consisting of Launde Primary School, Glenfield Primary School and Foxbridge Primary School. The Scholars Academy Trust began in 2013 with Glenfield joining in 2014 and Foxbridge in 2022. The schools are highly successful with good outcomes for pupils which we will strive to maintain over the coming years. The Trust continues to actively seek to grow and see our CEO as playing a vital part in developing the Trust.

Our ambition for all schools in Scholars Trust is to provide a “World Class” education for all our children by equipping them with the skills and knowledge for them to make a strong contribution to the community they live in both now and in the future. The staff have close working relationships between the academies with everyone working together to provide the best for children. There is a rich pool of talent within our academies from teachers, support staff, parents and governance. We see it is our job to nurture this talent through partnerships and collaboration to ensure we capture great ideas and make innovative improvements.

Scholars had teaching school status until August 2021 and we have continued this work as a partner of the Leicestershire Teaching School Hubs. Our professional development programmes have a proven track record, are well established and are continuing to be utilised by the original teaching school alliance members. We have successfully developed school-to-school support for schools both within and beyond the trust. This has ensured that Scholars continues to develop and maintain an outward-looking approach that is always at the forefront of educational change.

Scholars has strong, committed trustees who are passionate about improving the quality of education for pupils. The trustees provide strong clear leadership within the Scholars Trust and support governing bodies to do the same at each school.

The central team support head teachers and governors in a range of services including school improvement, finance, HR and premises management. These services enable the head teachers to be at the forefront of educational innovation whilst others deal with the day-to-day administration.

The Trust Board believes that working in partnership with the CEO, the executive team and the wider stakeholders that the trust will continue to flourish.



Vision

To ensure Scholars Academy Trust is a recognised centre of educational excellence where our pupils and teachers will achieve exceptional outcomes.

Mission – what do we need to do to get there?

Our mission is to draw on the individual strengths of each academy school in the Trust to build good practice and ensure that outstanding teaching and learning is at the heart of everything we do. Pupils will achieve excellent academic outcomes in a safe and nurturing environment and be empowered to make decisions about their lives and their contribution to society. We will nurture our staff professionally and foster positive relationships with our parents and the wider community.

Our Values

1. Focus: pupils at the core of everything we do. Our overriding aim is to ensure that success and wellbeing of all pupils educated within the MAT so that they fulfil their potential. We believe that if pupils do not benefit, it is not worth doing.
2. Outcomes: Measuring our results, ensuring that pupils achieve to their full potential. Only the best will do for our pupils. We constantly review our results in all areas of learning, including non-academic. We support staff to grow, develop and challenge themselves to take educational risks to support the best outcomes.
3. Inclusion: a voice for everyone and everyone is heard. It is important that both adults and pupils are involved in the teaching process and opinions valued.
4. Diversity: We value the strengths and enrichment that working in a diverse community brings to enhance educational learning and understanding.
5. Quality: excellence through innovation, creativity and continuous improvement. Quality teaching and learning will be our key priority, striving for excellence in creative and mature ways. No complacency.
6. Collaboration: together we are stronger. We passionately believe schools should work in partnership to pool resources, expertise and skills to provide the best for all pupils.
7. Challenge: providing peer to peer support as critical friends. There is an expectation of staff providing professional support, challenge and development as critical friends to each other in order to gain continuous improvement and maximise outcomes for pupils.
8. Innovation: to be at the forefront of educational innovation and excellence. To use our links to the Teaching School to ensure we are at the forefront of educational research, innovation and excellence. The MAT will develop and nurture high quality leadership in order to ensure innovation leads to continual improvement in learning for all pupils.

Integrity, transparency and fairness in all we do is an important part of our everyday work.

Our Schools

Foxbridge Primary School

In August 2022, Foxbridge Primary school was opened. It is located on the outskirts of Castle Donington and serves the new housing estate. The numbers at the school are expected to grow over the coming years. Mrs Pam Bridgwood was appointed as headteacher prior to the school opening.

<https://www.foxbridgeprimaryschool.co.uk>

Glenfield Primary School

Glenfield Primary is located within the growing area of Glenfield in Leicester and joined Scholars Academy Trust in 2014. The trust is very proud of Glenfield's achievements over the years and under the guidance of Mrs Kathy Martin as headteacher, it has improved from inadequate in 2013 to good in 2017 a grade that is expected to be retained when Ofsted visit again. The school has grown from having a PAN of 45 to 60. Glenfield also accommodates a 30 place Speech and Language Unit which is integrated into the main school. Staff move in and out of the unit to develop expertise and to utilise that in the main school.

The parents and local community are very supportive of the school and enjoy the wide range of activities that the school offers the children.

<https://www.glenfield.leics.sch.uk>

Launde Primary School

Launde is a large school located within the Oadby area on the outskirts of Leicester City. It is three form entry school with a capacity of 630. It is a popular school as demand for places is high and the school has high outcomes for its pupils.

Launde was the founding school of the Trust and has had two consecutive "outstanding" grades from Ofsted. Our current CEO was the headteacher of Launde from 2002 until she moved to the executive role in 2013 and subsequently to the role of CEO. Mrs Kathryn Priddey has successfully moved the school forward during her time at the school. She is well supported by the leadership team who have a wealth of experience and expertise between them.

<https://www.launde.leics.sch.uk>



The Role

As a growing Trust we are looking to appoint a Chief Executive Officer (CEO) who has outstanding experience as strategic leader with a proven track record of success who can to guide the Trust through the next stage of development.

It is essential that the successful candidate is a highly motivated, inspirational and respected professional who is able to develop and articulate the vision, values and ethos of the Trust. They should be able to inspire and empower others to embrace and deliver the vision.

This role offers a blend of strategic and operational responsibilities and therefore it is essential that you bring strong leadership experience from a trust or federation. The CEO will be accountable and take responsibility for the performance of all schools within the Trust and will be a driven and ambitious leader who is committed to creating the optimum educational opportunities for all pupils across the Trust.

The role combines vision and delivery, shared responsibility alongside accountability, communication, transparency and engagement. This particular role will suit a successful leader who likes to be involved at all levels and will lead in shaping and setting direction, will be excited about appreciating the individualities of our schools, but also be able to align excellent practice across our schools providing a more consistent approach.

Responsible to: The Trust Board

Responsible for:

- Chief Finance Officer
- Chief Operations Officer
- Headteachers

This role is responsible for the overall performance of the Trust.

Chief Executive Officer (CEO) Job Description

Salary Range : Leadership £88,170 – £102,137

Responsible to: Trust Board

Location: There is an expectation that the post holder will be able to travel between all the schools in the Trust (initially based at Foxbridge, with a day at each school, each week)

Budget Responsibility: in excess of £5 million plus

The CEO will be responsible for the professional leadership, strategic direction and management for the Trust. The CEO will be an exemplary role model to the school communities enabling continuous improvement of school standards and quality. The post holder will fully embed the ethos of the trust and schools in all aspects of their work.

Key Responsibilities

Strategic Educational Leadership

- Lead and shape the strategic direction of Scholars Academy Trust in line with the Trust's mission, vision and values, and promote our ethos and vision.
- Provide strategic leadership for the Trust to realise its vision and oversee the strategic, educational and the operational running of the Trust.
- To translate the strategic direction / vision into agreed objectives and operational plans.
- Lead all our schools in achieving the best possible outcomes for pupils and to be accountable for standards and educational performance.
- Lead, inspire and empower our Headteachers in developing them as leaders and as their performance manager, support them in turn to develop the potential and performance of their own staff teams.
- To secure accountability- ensure an effective, adaptable, sustainable and accountable leadership strategy is implemented across the trust so that each academy is led by high quality leaders.
- Be prepared to assume the role of Executive Headteacher to lead a school if necessary.
- Act as principal advisor to the Board on all areas of activity and provision across the Trust, including growth strategy.
- Take the lead role in developing, implementing and evaluating our long term strategic plan.
- Work with the Board and school leaders to ensure that our workforce is valued and motivated and provide equality of opportunity for all.
- Ensure the Board is provided with appropriate and timely information
- Identify and develop new projects in accordance with the strategy and the Trust's vision for growth.

Educational Outcomes, Standards and the quality of teaching and learning

- Be accountable for all aspects of teaching and learning and standards across the Trust and act as principal advisor to the Board on all areas of provision across the Trust.
- Advise school leaders and the Board on all aspects of curriculum development and assessment, to ensure all pupils can access a relevant, broad and balanced curriculum.
- Ensure the curriculum supports good outcomes for all pupils
- Take a lead role in ensuring that individual school self-evaluation and school improvement plans are rigorous and effective in achieving school and trust-wide priorities.
- Provide dynamic, strategic direction and leadership for teaching and learning.
- Be responsible for, overseeing and working closely with the Executive Team of the Trust, in the development of educational vision and strategy, ensuring that the Executive Team and Trust schools contribute to and benefit from all that the Trust can offer.
- Lead and empower the Trust in achieving excellence with a focus on continuous improvement and raising standards.
- Safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
- Ensure standards are maintained to ensure that all children have the best possible chance of academic success and life opportunities.
- Drive a continuous and consistent trust-wide focus on raising achievement and improving pupil outcomes.

Financial Accountability and Governance

- Lead the Trust in its operation and governance, coordinating the work of the Executive Team in order to provide advice and guidance to the Board.
- Be the accounting officer for the Trust and take personal responsibility for the propriety and regularity of the public finances for the Trust.
- Ensure compliance with the requirements of our Funding Agreement and Supplemental Funding Agreements and the Academy Trust Handbook.
- Ensure compliance with the Trust's scheme of delegation and be responsible for ensuring implementation of all relevant statutory policies across the Trust.
- Ensure that the Trust operates in accordance with the Articles of Association and its charitable objects and in cooperation with its members.
- Be responsible for monitoring the Trust's budget and to oversee the planning of the Trust budget and the deployment of resources across the Trust, including the use of the Pupil Premium to ensure value for money and evaluation of impact at all times.
- Develop and advise the Board on the development of governance structures which best meet the needs of the Trust and all schools within the Trust.
- Support and lead on behalf of the Board, the recruitment and induction of new Trustees and Local members to Local Committees in accordance with the governance structure.
- Lead on key plans and documents such as the Trust's long-term strategic plan, and related documentation e.g., Educational Improvement Plan, self-evaluation and improvement plans of each school.
- Ensure policies agreed by the Board are implemented across the Trust and monitor effective use of them to improve pupil outcomes.
- Be responsible for meeting the demands of changing legislation, new initiatives and changing practice.
- Support the need for effective communication, both internal and external to the Trust, including liaising with the local and national media.
- Represent the Trust at the Department for Education and with the Regional Directors.
- Comply with health and safety policy and systems, report any incidents/ accidents/ hazards and take pro-active approach to health and safety matters in order to protect pupils and staff.

Wider Community and Stakeholder Engagement

- Build and maintain effective communication and strong relationships with parents and carers, community partners and other key stakeholders in our locality.
- To promote the ethos and vision of the Trust and present it to a wide range of audiences.
- Act as an ambassador for the Trust in developing partnerships and links with local and regional stakeholders which promote a positive profile of the Trust and will support and strengthen our work.
- Lead, liaise with, support, advise and guide new schools joining the Trust; developing positive relationships with all and leading the process of academy conversion and Merger/Management Boards.
- Lead and oversee due diligence processes for new schools joining the Trust
- Lead the development of the Scholars 'brand', credibility and continued success.
- Be the main point of contact for the Local Authority, ESFA, DfE and other key bodies in respect of all aspects of the Trust.
- Work with external agencies (including LA's), Regional Directors and the Department for Education (DfE) to broker partnerships which may lead to membership of the Trust.
- Develop strategic alliances with external organisations to further increase the Trust's capacity and profile.

Terms of employment

All offers of employment are subject to the trust receiving proof of identity, to satisfactory references, a pre-employment medical check, an enhanced DBS disclosure, a signed code of conduct and evidence of your relevant qualifications.

Health and Safety

The post holder must at all times carry out his/her responsibilities with due regard to the Trust's policy, organisation and arrangements for Health and Safety at Work.



	Essential	Desirable
Education and Training	<ul style="list-style-type: none"> • Degree and recognised professional qualification relevant to the role • Qualified teacher status 	<ul style="list-style-type: none"> • Post graduate educational/leadership or management qualification • NPQH or other evidence of higher study relevant to leadership • LLE or NLE • Safeguarding and Prevent qualifications
Experience, abilities and knowledge	<ul style="list-style-type: none"> • Successful experience of similar role within a Trust environment • Proven experience of strategic financial management, including budget formulation, medium term financial planning, monitoring and control and strong business acumen • Understanding of and experience in managing school/Trust financial systems. • Experience of identifying and managing risk to include diverse areas such as finance, reputation, safeguarding as well as managing change in a fast moving environment and taking decisive action where necessary • Experience of change management in a complex organisation 	<ul style="list-style-type: none"> • Experience of a successful CEO role in a Trust environment or an educational setting • Experience of managing growth within a region • Understanding of MAT governance

	Essential	Desirable
Experience, abilities and knowledge (cont)	<ul style="list-style-type: none"> • Experience of working effectively with a Board and local governance committees to create a vision and form the direction for an organisation • Successful experience as a Headteacher in the primary sector • Significant senior management experience of a successful commercial organisation or significant educational establishment at executive level • Experience of using assessment data to inform decision making • Experience of school improvement planning and evaluation • Experience of statutory assessments and Ofsted inspections • Knowledge of current education developments, trends and innovation • A comprehensive understanding of the schools' sector and education more broadly, with a strong grasp of educational issues including the inspection agenda • Proven track record of successfully leading and developing school improvement priorities and outcomes 	

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • A strategic thinker who can analyse and process complex information and data quickly and rigorously in order to make effective decisions • Can think analytically to undertake complex tasks in a systematic way • Able to promote the vision and values of the Trust and demonstrate the skills to motivate, inspire and influence others • Strong leadership and management skills • Able to think strategically as well as deliver operational priorities to improve standards • Able to make and/or communicate difficult decisions • Excellent presentation, communication and negotiation skills, both verbal and written. • Strong organisational skills • Good IT skills • Able to prioritise, work under pressure and to meet deadlines • Able to forge strong professional relationships with all stakeholders • Ability to conduct rigorous self-evaluation of the Trust's performance and make improvements 	<ul style="list-style-type: none"> • Project management skills

How to apply

Salary:

Commencing salary range £88,170 – £102,137

Closing date:

12 noon on Monday 9th January 2023

School Visits:

Shortlisted candidates are welcome to arrange informal visits to our schools during the week of 16th January. Please contact office@scholarstrust.co.uk to arrange a suitable time for all parties.

External Assessment:

Our chosen consultants will be holding pre-interview leadership assessments with shortlisted candidates in week commencing 16th January.

Interviews:

Two day interviews on Wednesday 25th & Thursday 26th January 2023.

Start date:

Summer term 2023

Applying:

Please apply by completing an application form which can be found on the Trust's website or via our online recruitment streams.

As well as completing the application form please also provide a cover letter (no more than 2 sides of A4). You must state:

- Why this specific post at Scholars Academy Trust attracts you?
- What specific skills, experience and proven track record do you have linked to the above key criteria?

You may also submit completed written application forms and cover letter to Chair of the Trust, Sarah Richards to the address below.

Address:

Scholars Academy Trust
c/o Launde Primary School
New Street
Oadby
LE2 4LJ

Visit:

www.scholarstrust.co.uk