



Recruitment Pack

Deputy Headteacher
Culture and Inclusion
Primary

Cranbrook Education Campus

Closing Date: Monday 22nd April 2024 at 09:00am

Interview Date: w/c 29th April 2024

**Ted
Wragg** TRUST

Ted Wragg Trust



An ambitious and inclusive Trust of schools strengthening our communities through excellent education.



**Welcome from the Ted Wragg Trust
CEO, Moira Marder**



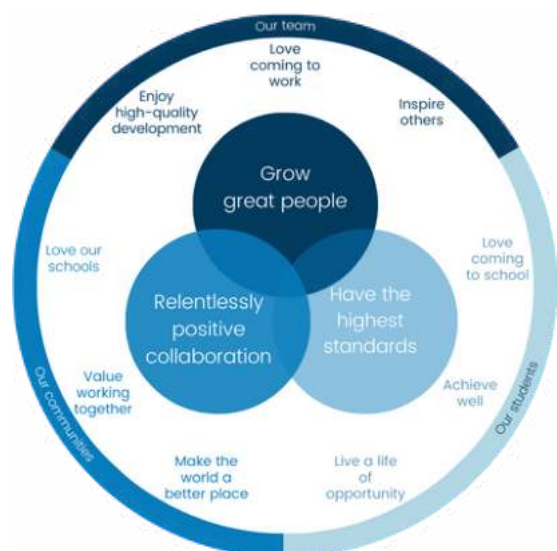
On behalf of the Ted Wragg Trust, I would like to thank you for your interest in working with us. The Ted Wragg Trust (TWT) is an **ambitious** and **inclusive** Trust of schools **strengthening our communities** through **excellent education**. Our values driven, rapidly growing 2-18 Trust has the highest expectations for every child, every day, with social justice at our core.

This is a hugely exciting time for us as a growing Trust who work closely with other local schools and Trusts across Devon.

We demonstrate our love through our values



How we will succeed



Cranbrook Education Campus



Krisha Gandhi
Head of Primary

Thank you for your interest in working at and leading in Cranbrook Education Campus. I am so excited about the prospect of finding a Deputy Headteacher who shares our campus vision of transforming lives, strengthening communities and making the world a better place. I'm looking for a Deputy Headteacher who can contribute to the continued improvement of our Primary phase with a particular focus on nurturing an inclusive culture including high expectations and high aspirations for all.

At CEC, we take pride in our all-through nature and the consistent habits we've diligently established across the school. This year, our recent Trust safeguarding audit yielded a purple level of effectiveness, the highest possible recognition. Likewise, our school attendance boasts some of the highest rates in the county – a testament to our cross-campus relational approaches.

Whilst celebrating our achievements is a part of our culture, it's also important to acknowledge the ongoing journey in Primary at CEC – and how that impacts this vital role. I am actively seeking the right Deputy Headteacher to elevate the standard of education across our Primary curriculum. This would include a focus on improving staff knowledge of SEND across EYFS and Primary, establishing consistent strategic approaches and working practices relating to SEND and Behaviour, and strengthening our collective commitment to every child. This pivotal role requires a leader with a passion for building school cultures of equity. They will motivate and empower our teams to foster and secure consistently inclusive practice in learning-focused classrooms.

On a personal note, as someone who recently joined CEC and TWT, I've been really blown away by the investment in our Trust's Grow Great People strategy. At a leadership level, this has included the support and encouragement to apply for and participate in the groundbreaking SW100 course, opportunities for further qualifications such as NPQs, visits to schools across the region, and collaborative networking. This is all in addition to a second-to-none commitment to both instructional coaching and leadership coaching.

I eagerly anticipate the continued growth of our next Deputy Headteacher and am excited about collaboratively designing a bespoke plan to support further professional development. I actively encourage applications for this Primary Deputy Headteacher role from Primary, Secondary and All-Through leaders and Aspiring Heads who are committed to transforming lives.

Key Details

Job Title: Deputy Headteacher, Culture and Inclusion

Location: Exeter, Devon

Salary: L6 (£53,380) – L10 (£58,959) + Relocation package available for exceptional candidates

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We believe that having the highest of standards will allow children to achieve beyond their wildest dream.



Leadership is no longer a lonely endeavor.

”



We are stronger together because in a challenging moment, we have been met with proactive and generous support that has been shared with kindness.

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How to apply

To apply for this role, please visit our recruitment portal using the following link:
www.tedwraggtrust.co.uk/vacancy

We invite you to explore our campus and connect with the Head of Primary, Krisha Gandhi, during our scheduled sessions on:

- Wednesday 17th April, from 08:15 to 09:15
- Friday 19th April, from 08:15 to 09:15

For an informal conversation about the role or to book a visit please contact Krisha Gandhi via email: krisha.gandhi@cranbrook.education

As part of the process, long listed candidates will receive a initial phone call from Krisha. Short listed candidates will also complete an online Insights evaluation, leadership coaching session and an on-site selection day assessing leadership principles.

Our culture at CEC

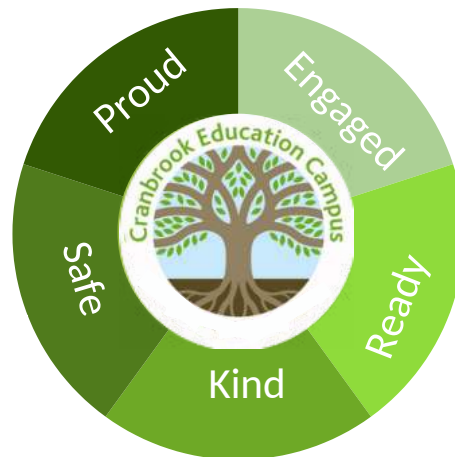
We are a school rooted in its community where aspirational learning and opportunities transform the lives of our pupils.

Our Mission

To transform **lives** and strengthen our **communities** to make the **world** a better place.

Our Values

- Proud
- Engaged
- Ready
- Kind
- Safe



How do we behave?

- We are Proud by having clear expectations for all pupils which motivate and challenge them.
- We are Engaged by taking ownership for all pupils and their progress; and being continually self-reflective and actively engaged in professional development.
- We are Ready by modelling professionalism through punctuality, professional dress, classroom environment, integrity and ethical behaviour
- We are Kind by providing the best possible support for pupils' wellbeing and education.
- We are Safe by safeguarding all our pupils at all times.

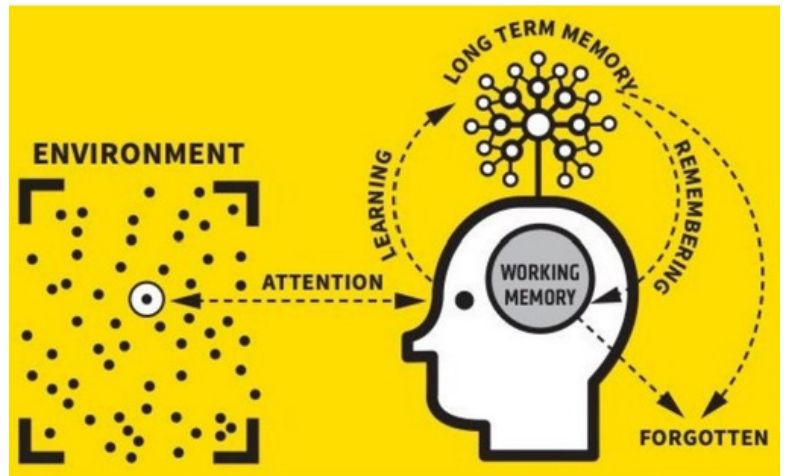
What is most important, right now?

1. Embed the "One CEC" Strategy through systematic processes and relational approaches
2. Build consistency in high standards of behaviour, pedagogy and practice
3. Improve the disciplinary literacy of all pupils with a specific focus on Oracy
4. Increase staff confidence in narrating the campus offer



What education looks like at CEC

We believe in a learning model that uses the concepts of Working Memory and Long-Term Memory



Teaching is a complex system. The challenge for teachers is to extend the implications for teaching an individual to teaching a whole class of students, each with their own schema-forming brains and their unique set of knowledge and experience, this is captured in the writing of Graham Nuthall.

We recognise that all pupils have different starting points and therefore teachers need to pitch lessons to the top but provide appropriate scaffolding to ensure all students can work towards the end point. Understanding the needs of students in the classroom is essential in creating a safe culture where everyone can feel safe to fail. Understanding the starting point of all students and finding the balance between support and challenge is essential.

We believe that the key is the process of setting up classroom routines so that teachers are engaging, enabling every child to succeed. At the CEC and TWT, we have applied relevant educational research principles to ensure the above and support the delivery of Willingham's Learning Model.



Job Description

Key purpose of the role

- Enable the Trust to realise its mission to 'Transform lives, strengthen communities and make the world a better place by contributing to the leadership of a high calibre teaching and learning environment for all pupils, and challenge the educational and social disadvantage in the South West.
- Ensure our provision of Culture, Inclusion and SEND is consistent and to an excellent standard

Your responsibilities

- Live our mission and values every day
 - Deputise for the Headteacher as required
 - Be a strategic, supportive, challenging, and pro-active member of the School Leadership Team
 - Responsible for the running of quality inclusion and SEND provision, ensuring all pupils can access the curriculum and make progress.
 - Ensure a consistent and continuous focus on pupil achievement using information to track and monitor the progress in every pupil's learning
 - Lead on the effective implementation of policies and processes that support behaviour, safeguarding, inclusion and SEND, ensuring these are compliant, consistent and embedded.
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- Undertake day-to-day coordination of SEND pupils' provisions through close liaison with staff, families and external agencies
 - Oversee the writing and regular review and updating of Individual Education Plans
 - Collaborate with Secondary SENDCo, Trust Directors of SEND and key partners to maintain a thorough and up to date knowledge and understanding of best practice
 - Be a role model in creating an environment within the School where pupils and staff develop and maintain positive attitudes towards each other, teaching and learning, the environment, and the community
 - Ensure that strategic planning takes account of the diversity, values and experience of the school and the community
 - Challenge underperformance at all levels with effective corrective action, whilst also acknowledging and celebrating the achievements of individuals and teams
 - Contribute to the leadership and development of all areas of the curriculum ensuring to meet the needs of all pupils; work, in conjunction with subject leaders, to ensure that there is continuity and progression of learning
 - Promote and support innovative and emergent technologies to enhance pedagogy
 - Implement strategies that secure high standards of behaviour
 - Collaborate with Secondary Behaviour Lead, Trust Director of Behaviour and key partners to maintain a thorough and up to date knowledge and understanding of best practice
 - Ensure assessing, reporting, and recording procedures are followed

Job Description

- Line manage a range of colleagues across the School, securing improvement through Performance Management
- Take an active role in the Performance Management processes across the School
- Provide, present, and promote Continuous Professional Development opportunities to ensure the professional effectiveness of teaching and associated staff members
- Provide structured support and assessment for ECTs/RQTs and other appropriate and related Graduate Training programmes to enable them to meet the relevant professional teacher standards
- Ensure pupils access a range of real-world learning experiences that promote growth and intrinsic motivation
- Have a teaching commitment within the School
- Ensure that systems and processes are well considered, efficient and fit for purpose in order to uphold transparency, integrity and probity
- Work with our executives, other key stakeholders to ensure the school mission and strategy are clearly articulated, shared and understood by all
- Work in effective partnership with shared services and other schools in our trust
- Lead effective team meetings that reinforce organisational health
- Engage fully in our trust's professional growth process to fulfil personal potential
- Attend and lead meetings/training and carry out administrative tasks and duties as specified on our trust calendar
- Consistently implement all trust policies and contribute to decision-making and consultation procedures
- Use appropriate resources, in consultation with the Headteacher through the line management of colleagues, for effective, efficient, and safe teaching and learning across the School; to include agreed budgets, staff, time, courses, development opportunities and IT equipment
- Safeguard and protect all children in collaboration with other agencies, as appropriate
- Manage own workload and that of others to support work-life harmony
- Consistently implement all trust policies
- Carry out any other reasonable duties as requested by Headteacher

Person Specification

Your key objectives

To lead pupils to:

- Love coming to school
- Achieve well
- Live a life of opportunity

To lead colleagues to:

- Love coming to work
- Build high quality professional relationships with Trust networks
- Inspire others

Person Specification

To lead communities to:

- Love our schools
- Value working together
- Make the world a better place

Qualifications

- | | |
|---|-----------|
| • Qualified Teacher Status | Essential |
| • Good honours degree | Essential |
| • Qualified SENDCo or near completion of qualification with demonstrable experience in SEND | Desirable |
| • Relevant CPD e.g. NPQ/SW100 | Desirable |

Experience

- | | |
|--|-----------|
| • Values driven, with experience of developing changes in school culture | Essential |
| • Previous middle leadership experience | Essential |
| • Development and management of trainee teachers/ECTs | Essential |
| • Leading curriculum or culture change successfully | Essential |
| • Incremental coaching | Essential |
| • Engaging positively with different stakeholders | Essential |
| • Effective behaviour management strategies combined with high expectations of pupils' behaviour | Essential |
| • Ability to anticipate and solve problems | Essential |
| • Ensure a consistent and continuous focus on student achievement using information to track and monitor the progress in every student's learning. | Essential |
| • Experience of developing underperforming colleagues | Desirable |
| • Working in areas or school communities with high levels of SEND and/or deprivation | Desirable |

Key skills

- | | |
|--|-----------|
| • Able to fulfil all aspects of the role with confidence and fluency in English | Essential |
| • Strong moral purpose and drive for improvement | Essential |
| • Excellent knowledge of school curriculums | Essential |
| • High expectations which motivate and challenge pupils and staff | Essential |
| • Evidence of successful leadership and management in a challenging/underperforming school as a senior leader and able to demonstrate success in raising standards | Essential |
| • Responsibility for development and improvement or sustained performance in current school through significant whole school projects | Essential |
| • Evidence of outstanding classroom practice with evidence of high achievement | Essential |

Person Specification

	<ul style="list-style-type: none"> • Ability to receive and act on feedback 	Essential
	<ul style="list-style-type: none"> • Knowledge and understanding of current curriculum thinking and innovation - Curriculum and National strategies and developments that are improving achievement at relevant key stage 	Essential
	<ul style="list-style-type: none"> • Highly visible 	Essential
	<ul style="list-style-type: none"> • Commitment to safeguarding 	Essential
	<ul style="list-style-type: none"> • Strong self-awareness and desire to develop yourself 	Essential
	<ul style="list-style-type: none"> • Knowledge of administering relevant external examinations 	Desirable
	<ul style="list-style-type: none"> • Development of partnerships with other schools, business, and the community 	Desirable
Values	<ul style="list-style-type: none"> • Ambitious: works hard, has the highest standards and is positive for the future 	Essential
	<ul style="list-style-type: none"> • Selfless: is self-aware and emotionally intelligent to be able to support self and others to thrive. Works selflessly to support the Trust's mission and strategic priorities 	Essential
	<ul style="list-style-type: none"> • Collaborative: builds strong relationships and networks 	Essential
	<ul style="list-style-type: none"> • Proud: Embraces achievements, celebrates successes, and fosters a culture of pride in academic and personal accomplishments 	Essential
	<ul style="list-style-type: none"> • Engaged: Actively participates, connects with the school community, and promotes a vibrant learning environment through active involvement 	Essential
	<ul style="list-style-type: none"> • Ready: Demonstrates preparedness, maintains a proactive approach, and ensures a state of readiness of challenges, opportunities, and educational endeavours 	Essential
	<ul style="list-style-type: none"> • Kind: Nurtures a compassionate and inclusive atmosphere, fostering kindness and empathy among students, staff and the school community 	Essential
	<ul style="list-style-type: none"> • Safe: Prioritises a secure and supportive environment, actively promoting a positive safeguarding culture for all 	Essential

Our Community

Our school is really unique. We have children from all over the world study here and we celebrate our different cultures. It's a really happy and welcoming place to learn.

Annabel Davies – Year 6, Pupil Parliament Member



"We are truly grateful for the warm welcome, unwavering support, and deep understanding provided to our daughters during their time at the school. As our family relocates to Plymouth, we reflect on the invaluable experience and the remarkable community we found here. The teachers and classmates have played a pivotal role in our daughters' educational journey, and their impact will be remembered fondly. This school has been an integral part of our lives, and we are grateful for the positive memories it has created for our family."

Carvajal Gomez Family

"Being part of an organisation that lives its mission of strengthening communities to make the world a better place is truly wonderful. Our school's commitment to social justice and improving the life chances of all the people in our care makes CEC an extraordinary place to work."

Oliver Russell, Head of Primary Spanish, Head of Year 8 and Secondary MFL Teacher



"Working alongside talented and passionate people from across the campus makes CEC a great place to work. Being part of a growing network and culture that supports the personal development of our children to prepare them for life beyond the classroom is an ongoing and exciting prospect."

Hannah Wickens, Senior Leader for Every Child Succeeds and Personal Development, and Year 6 Teacher



Our Community

Award Winning Community Hub, EX5 Alive

Cranbrook is a new town built North East of Exeter. With an average age of 30, Cranbrook is the youngest town in the UK. With 8,000 people living in Cranbrook, due to increase to 28,000 in the coming years, building houses has been a key priority for the area. Unfortunately, sufficient infrastructure and services are still yet to be established. Furthermore, there is a lack of physical space in the town meaning many of the additional services desired and required are extremely difficult to run. This has resulted in a growing shortfall of EYFS spaces which currently sits at approximately 30%.

At CEC, we are proud to have an award winning Community Hub, EX5 Alive, which sees this as an extraordinary opportunity to think differently about how we approach our town's needs. Solutions-focussed and uniquely based within Cranbrook Education Campus, an all-through educational setting, we have been and continue to provide a Cradle-to-Career approach. This means building opportunities for families where support starts at an early age and can continue to be provided as children grow to be young independent adults. Supported by The Feltham Convening Partnership, and now a beacon of community hub work within the Ted Wragg Trust and across the South West, EX5 Alive has already made huge strides in supporting Cranbrook.

Among many successful strategies, this has included:

- Building key partnerships to support parental understanding and engagement in conversations around mental health leading to significant improvements in school attendance figures.
- Building mental health and increasing emotional health across the community through access to workshops, workouts and referrals for further support.
- Increasing access to food through our evening and night food bank.

Much of our success has come through ensuring best and research-based practice, nurturing healthy relationships with community members and operating through an asset-based lens approach. Echoed by Hughes and Bomber (2013) "Quality relationships provide the necessary vehicles for adaption and recovery and every relationship has the power to confirm or challenge everything that has gone before".

We are proud to be a school rooted in our community. We believe our award-winning community hub makes CEC and Cranbrook a very special place to work and grow.



Working in the South West



Our diverse county is the ultimate destination to live and work. With two thriving cities, Exeter and Plymouth, Devon is full of history, culture and wonderful places to eat and enjoy the arts.

Our county boasts the beautiful and varied coastlines of the Jurassic Coast in the east, the Area of Outstanding Natural Beauty in the north and the English Riviera with its palm trees in the south.

Along with two National Parks, waterways and countryside, Devon has something for everyone, whether it is music, history, food or, for the more energetic, walking, cycling, climbing or surfing on some of the UK's best waves. Our county really has it all.

Devon – simply a fantastic place to live.



Growing great people

Our aim is to be the greatest place to work in the South West. We know that to succeed in our mission, we must invest in and grow great people. Our comprehensive suite of development opportunities are available for everyone, whether you are just starting in your career or an experienced leader, there will be a development pathway to suit you.

Tim Rutherford – Deputy CEO

We know to be the greatest place to work we must welcome great people, retain great people and develop great people.



In our Trust, we are committed to nurturing a workplace where our employees feel that they belong. We believe that the culture of our trust thrives when individual differences are embraced so that everyone feels comfortable and confident in being who they are. This is supported through ensuring inclusivity in culture and equity in opportunities. We are committed to high quality and reflective employment practice so that we attract, retain and grow employees from diverse backgrounds and communities.

Our Journey



Professor Ted Wragg, in whose memory the Ted Wragg Trust is named, was passionate about how education can transform young people's futures.



Our Partnerships:

Our ongoing partnerships with the following organisations creates opportunities for a Headteacher joining our Trust to access leadership development, study tours and wider networks with some of the best schools, trusts and leaders across the country.



Colyton Grammar





**Thank you for your interest
in working with us!**

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Wragg** TRUST