

Deputy Principal

Stationers' Crown Woods Academy



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 31 academies across Kent, Medway and South-East London.



LEIGH
Academies Trust

Simon Beamish

BA (Hons) MSc PGCE NPQH NLE FCCT

Chief Executive
Leigh Academies Trust



Welcome

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 2023, our Trust comprises 31 geographically organised academies (15 secondaries, 14 primaries and 2 special) educating over 20,000 students, and employing 3,000 talented staff. Nearly 40% of our academies are judged outstanding overall by Ofsted, versus 15% nationally. 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 for a Deputy Principal for Stationers' Crown Woods Academy. This is a truly rare and exciting opportunity for an experienced senior leader to join a very successful and financially sound, mature and geographically local multi-academy trust that combines management freedom for effective leaders with secure central support that encourages collaboration for success.

Our ideal candidate will be an existing Vice/ Deputy Principal with considerable experience of running a large secondary 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.

Joseph Sparks

Principal
Stationers' Crown Woods Academy



Stationers' Crown Woods Academy

Welcome to Stationers' Crown Woods Academy (SCWA), an academy which possesses all the essential ingredients to become a truly exceptional school. This new Deputy Principal role has been created to drive progress in the quality of education and accelerate our journey towards excellence. We are looking to appoint an outstanding leader; the successful applicant will become an integral part of the academy's leadership team, working directly with the Principal to lead improvements in curriculum, teaching and learning, while supporting the day-to-day management of the academy.

In line with the ethos of all Leigh Academies Trust schools, our commitment to 'human-scale' education through a schools-within-schools model ensures every student is recognised and valued. At the heart of SCWA is robust pastoral care, which prioritises strong partnerships with parents and carers.

'Pupils appreciate the close working relationships that they build with staff through belonging to one of the four small schools' -
OFSTED January 2023

As an International Baccalaureate (IB) World School, the IB philosophy is at the heart of our curriculum. We offer the IB Middle Years Programme for Years 7-9, a programme designed to nurture happy, curious, well-rounded, independent, globally aware, and resilient students. Moreover, our students enjoy an extensive range of clubs and activities. We

are one of the largest Duke of Edinburgh (DofE) Award providers in the South, with hundreds of students achieving Bronze, Silver, and Gold levels every year. Additionally, as one of only six state schools with a Marine Combined Cadet Force (CCF), we offer a unique experience to every pupil.

'A rich range of visits and activities are made available to pupils' - OFSTED January 2023

Our dedicated and skilled team of professionals is key to transforming lives and securing the best outcomes for every student. We provide a wealth of professional development opportunities demonstrating our investment in our staff's professional growth.

'Staff at all levels feel supported by leaders' -
OFSTED January 2023

If you are ready to join a talented team of practitioners and make SCWA a truly exceptional school, get in touch today.

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Vacancy

As of September 2024, we have a rare leadership opportunity within a very successful, local multi-academy trust. Leigh Academies Trust is seeking to appoint a highly effective senior leader to join us as Deputy Principal at Stationers' Crown Woods Academy; the successful candidate will play a huge part in accelerating the development of the school into an outstanding provider of education.

Our successful candidate will be a talented, inspiring and highly motivated leader. Personal qualities such as passion, commitment and a can-do attitude are incumbent to the role. Strong interpersonal skills, and the ability to communicate to a range of stakeholders is essential. You will be joining a supportive, committed and passionate Academy Leadership Team who are dedicated to deliver our core purpose 'Education for a better world'. We are looking for an experienced professional who can demonstrate the impact of strategic leadership, excellent management and a proven track record of success in raising standards.

This is an exciting time to join our Academy Leadership Team. You will be expected to play a key role in developing the strategic vision for Stationers' Crown Woods Academy whilst ensuring that our students develop their full potential, achieve academic success and develop our core values. The successful applicant will facilitate a significant role within the Academy Leadership Team, will deputise for the Principal on the rare occasion that they're off site or absent and will work with significant autonomy. To view the structure of the senior leadership team from September 2024, please [click here](#).

This post provides an outstanding career opportunity to be part of driving our academy forward and to play a critical role in the next phase of the academy's development.

We wish to hear from you if you are committed to making a difference to the lives of our community and are:

- an enthusiastic, energetic and ambitious leader with a successful track record at secondary level;
- a motivational and inspirational leader with high expectations of staff;
- confident and able to communicate a clear vision for the Academy;
- able to develop children to reach their full potential regardless of background or circumstance;
- approachable and keen to work with staff across the Trust to ensure wide success;
- able to establish and develop excellent relationships with the community and other stakeholders.

Position	Deputy Principal
Location	Stationers' Crown Woods Academy
Responsible to	Principal
Basis	Permanent, Full-Time
Commencement	September 2024
Salary	£95k per annum + performance bonus + private health care

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 Gabrielle Holland (PA to Principal) - gabrielle.holland@scwa.org.uk. Visits will be offered and hosted by the Principal, Joseph Sparks. Please ensure you offer Gabrielle 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 Gabrielle Holland (as above) in the first instance.

When ready to apply, suitable and interested candidates are invited to complete an online application detailing why they are suitable for the role. This can be submitted on Jobtrain via the following link;

[Deputy Principal - Stationers' Crown Woods Academy - Online Application Form](#)

If you have any queries on any aspect of the application process or need additional information please contact Charlotte Herberts (Recruitment Coordinator) on **01634 412 245** or charlotte.herberts@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.

Closing date for applications

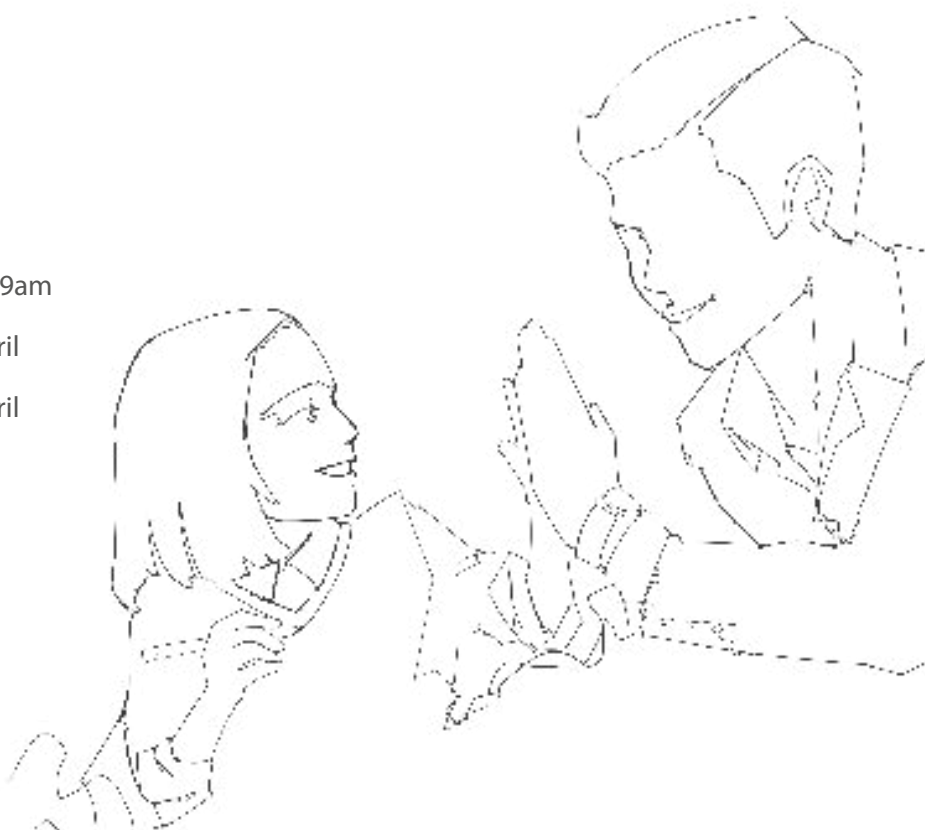
Tuesday 16th April - 9am

Shortlisting date

Wednesday 17th April

Interviews and assessment activities

Wednesday 24th April



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Job Profile

Role: Deputy Principal - Stationers' Crown Woods Academy
Reporting to: Principal

The Leigh Academies Trust is a highly successful multi-academy trust. Our model of education enables students to reach their full potential, through an IB curriculum, transforming their lives and ultimately the communities in which they live. This position would suit an experienced Vice Principal or Deputy Head Teacher with an aspiration for Headship.

Core Purpose

The Deputy Principal is to collaborate with the Principal towards the strategic development across the academy, embedding a climate of learning where expectations are high, clearly communicated and consistently reinforced. To support the development of the whole child through the IB Learner Profile, within a safe and healthy environment. To promote a culture where students have high aspirations, the determination to succeed, and opportunities to make exceptional progress. Ensuring students are prepared for successful futures within a modern digital world. To effectively promote the educational vision associated with the Leigh Academies Trust.

Duties

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document and the National Teachers' Standards. It may be modified by the Principal, after consultation, to reflect or anticipate changes in the job, commensurate with the salary and job title, also other duties that the Principal may from time to time ask the post-holder to perform.

General Responsibilities:

1. To collaborate with the Principal in maintaining an inspirational working environment underpinned through a positive IB ethos in which individuals feel valued and where teamwork and collaboration is encouraged

2. To model high quality performance through the delivery of exceptional standards and ambitious leadership

3. As a member of the leadership team you will:

- Support the Principal in managing the academy effectively and ensuring the successful implementation of necessary change, and deputise for him on the rare occasion that he is off site or absent
- To share in the leadership and management of the Academy, including line-management responsibility, both of departmental and pastoral teams
- To promote international mindedness and global appreciation within the community
- To accelerate the highest standards of teaching and learning throughout the Academy
- To research and use the latest pedagogical practice to influence whole school strategies for the benefit of staff development
- To be able to critically think and have the initiative to lead, implement and evaluate strategies for raising levels of achievement
- To make balanced and informed decisions in the day-to-day operation of the academy
- To undertake strategic planning and to share responsibility for shaping and implementing the Academy Performance Agreement
- To play a key role on the governing body panel
- To have a balance of strong emotional intelligence alongside implementing accountability when dealing with HR and wellbeing matters
- To support students in their academic and social development, and to implement the Academy's Behaviour Policy, reinforcing disciplinary measures as necessary
- To work alongside the Principal when dealing with community matters
- To collaborate with the Personal Development Lead and facilitate presentations such as assemblies and masterclasses to benefit the students skills for life



- To chair meetings and working parties where appropriate
- To actively demonstrate a commitment to 'whole-Academy' life – fully supporting Academy events, taking an interest and participating in Academy activities.
- To share a responsibility for representing the Academy at public events
- To attend and contribute to meetings of the Trust community, as appropriate
- To lead the effectiveness of supervisory duties within a Duty Manager role
- To work alongside the Principal to critically evaluate and reflect on the progress of each key stage at the Academy

The post holder will also be expected to undertake any other tasks as reasonably required by the Principal or Governors to ensure the efficient and effective operation 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).

Notes

The job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal. This job description does not form part of the contract of employment. It describes the way the post-holder is expected and required to perform and complete the particular duties as set out in the foregoing.

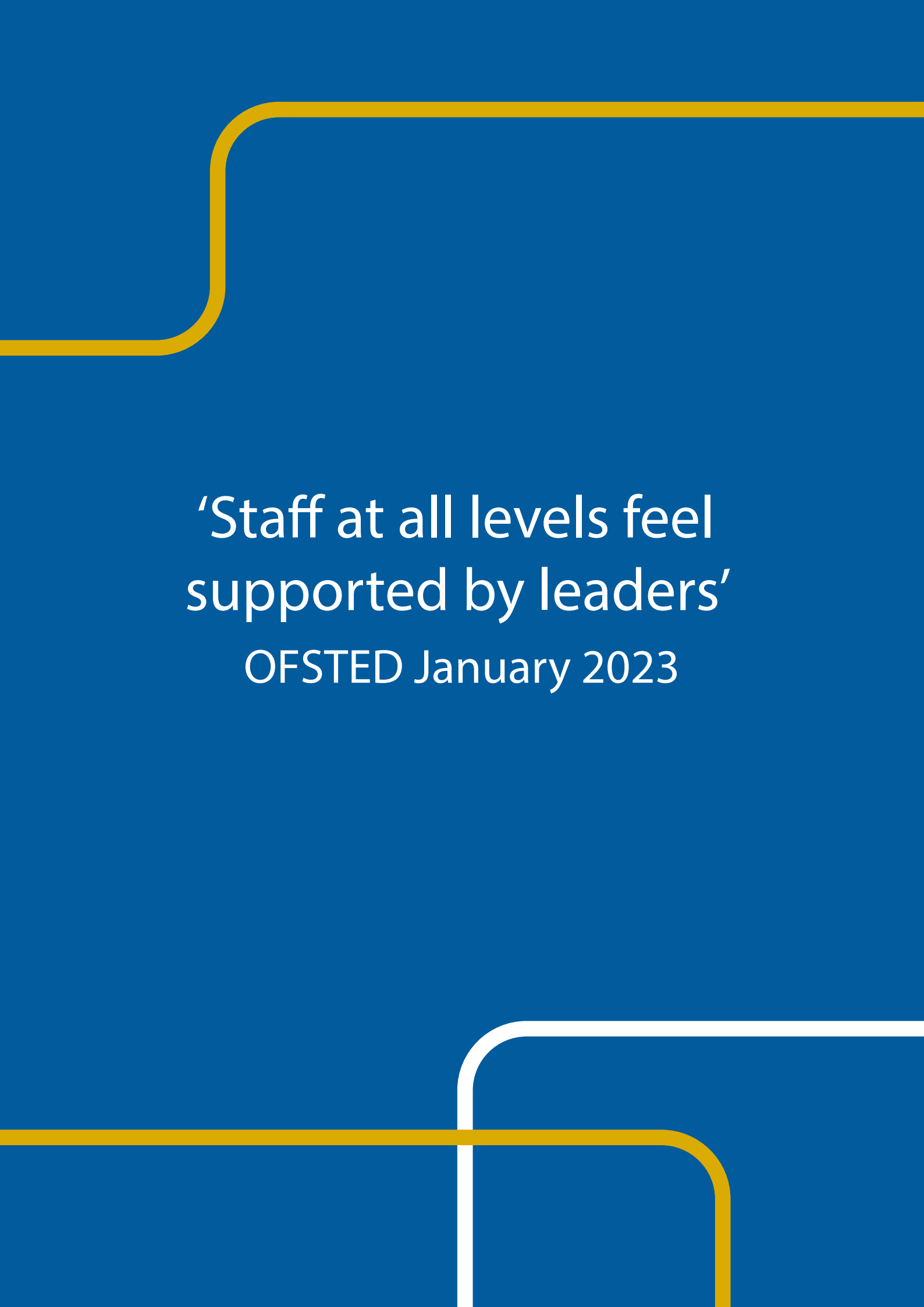
3

Person Specification

As a Trust we seek to recruit talented individuals who can not only help to build the success of our academies but also people who are engaging and passionate about everything they do. When we recruit we look for specific experiences and qualities. However, we also value diversity because we recognise the importance of people bringing their own backgrounds, experiences, perspectives and ideas to the Trust.

For the role of Deputy Principal, we would expect candidates to demonstrate:

- Growth mindset;
- Retain a sense of proportion and good humour with a can-do attitude ;
- To promote international mindedness and global appreciation ;
- Leadership ability to inspire and motivate staff and students;
- Aspiration to Headship;
- Passion for continuous personal and social improvement by self and others;
- Professional integrity and respect for the opinions and circumstances of others through strong emotional intelligence;
- Excellent interpersonal and communication skills;
- Passion for raising secondary and post 16 achievement and model the attributes of an outstanding school;
- Significant leadership and management experience;
- Creative and innovative skills in finding new solutions;
- Strong relationships with governors, parents and other stakeholders;
- Willingness to share knowledge and work collaboratively with other academies and trust executives;
- Abundant enthusiasm and energy;
- Ability to think reflectively and adapt well to change;
- Resilience and the ability to remain calm and consistent under pressure;
- Reliability and ability to meet deadlines;
- Effective organisational skills;
- Excellent personal ICT skills.

The background is a solid blue color. There are decorative lines: a thick yellow line in the top left corner that curves and extends horizontally, and a thick white line in the bottom right corner that curves and extends horizontally. A thin yellow line also runs horizontally across the bottom, partially overlapping the white line.

**‘Staff at all levels feel
supported by leaders’**
OFSTED January 2023

4 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.

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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 31 primary, secondary and special academies, across Kent, Medway, Bexley and Greenwich. Nearly 40% of academies are judged outstanding versus 15% nationally.

Leigh Academies Trust – Our Mission: *Education for a better world*

Leigh Academies Trust – Our Vision: Through our Excellence Charter, we will ensure:

- Excellent teaching so that young people achieve their ambitions.
- Outstanding leadership to drive improvement in our own academies and across the sector.
- An exceptional IB curriculum.
- A world class digital strategy for education.
- A highly developed and engaged workforce who make a difference.
- A small school model of education that delivers high quality pastoral care.
- Disruption-free learning and a wide personal development programme.
- Targeted support for those who need it so that they too can succeed.

Leigh Academies Trust – Our Values:

- We care – about our pupils and their families

through our human scale approach to education, our staff and their well-being and the world around us, 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 because we are greater than the sum of our parts. We foster an enterprising culture through global collaboration with partners in business and education.
- We keep getting better – using our 'can-do' attitude and research informed approach to 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 to 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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