

Deputy Principal

The Leigh 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 The Leigh 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.

Julia Collins

BA (Hons), PGCE, NPQH

Principal
The Leigh Academy



The Leigh Academy

The Leigh Academy Dartford offers excellent learning opportunities to all of our students from Year 7 to Year 13. We are the founding academy of The Leigh Academies Trust. We are an accredited International Baccalaureate World School following the IB Middle years Programme at Key stage 3 and offering the International Baccalaureate Career- related Programme in Post 16, as well as being a candidate school for the International Baccalaureate Diploma Programme. We also offer BTECs and a T Level in Education in Childcare at Post 16. Our model of education enables all students to reach their full potential. Students thrive here as we strive for excellence in all that we do by 'Opening Minds to Success'.

We are a successful and inclusive academy and we take pride in being the first school in the UK to have been awarded the Healthy Minds kitemark, in recognition of successful development and delivery of the Healthy Minds programme, an integral part of the RHSE curriculum demonstrating our commitment to the personal development of students. We have also gained national recognition through Challenge Partners for our RSHE curriculum as an Area of Excellence. Ofsted commented in April 2023, "Students have exceptional opportunities" at The Leigh Academy. Every child receives a Chromebook, as part of our embedded digital strategy which ensures students are prepared for life in the digital age. We have a culture of high aspiration and students develop with us the skills and

outcomes to lead healthy, happy and successful lives.

Our dedicated staff are the most important factor in transforming lives and delivering the best outcomes for every student. Every colleague has access to a wide range of professional development opportunities, tailored to the individual depending on aspirations and key areas of interest.

With the appointment of an exceptionally strong leader to the role of Deputy Principal for April 2024, we will accelerate into our next phase of growth and continue to ensure strong foundations for further success. Our successful candidate will have ample opportunity to work collaboratively with other academies and senior leaders within the Trust, as well as share resources that will ultimately benefit our students and the community that we serve.

We look forward to hearing from you.

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Vacancy

As of Easter 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 The Leigh 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 and highly motivated leader with drive and commitment to excellence as well as strong interpersonal skills, and the ability to communicate to a range of stakeholders. You will be joining a supportive, committed and passionate team who work hard to ensure that all of our students achieve their potential. We are looking for an experienced professional who can demonstrate strategic leadership and excellent management, and a proven track record of success in raising standards.

This is an exciting time to join our leadership team. You will be expected to play a key role in developing the strategic vision for The Leigh Academy whilst ensuring that our students develop their potential, achieve academic success and develop our core values. The successful applicant will be a key member of the senior leadership team, will deputise for the Principal and will work with significant autonomy, this is a great opportunity for those seeking headship in the future. To view the structure of the senior leadership team, 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.

For our successful candidate, being a member of staff at The Leigh Academy and the wider Trust means you'll receive access to a great range of employment benefits from day one. [Click here](#) to view the current benefits package, and be mindful that the list is always

growing.

We wish to hear from you if you are committed to changing our education world and are:

- an enthusiastic, energetic and ambitious school leader with a track record of success at secondary level;
- a motivational and inspirational leader with high expectations of staff;
- confident and able to communicate a clear vision for the school;
- 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
- experienced in delivery of International Baccalaureate programmes (IBMYP, IBCP, IBDP) - preferred but not essential

Position	Deputy Principal
Location	The Leigh Academy, Dartford
Responsible to	Principal
Basis	Permanent, Full-Time
Commencement	Easter 2024
Salary	Starting salary £90k per annum + performance bonus + private healthcare

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 Stacey Thomas (Office Manager and PA):

stacey.thomas@leighacademy.org.uk.

Visits will be offered and hosted by a member of the Senior Leadership Team. Please ensure you offer Stacey 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 Stacey Thomas (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 - The Leigh Academy - Online Application Form](#)

If you have any queries on any aspect of the application process or need additional information, please contact Rachel Cribben (LAT Recruitment Team) on **rachel.cribben@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

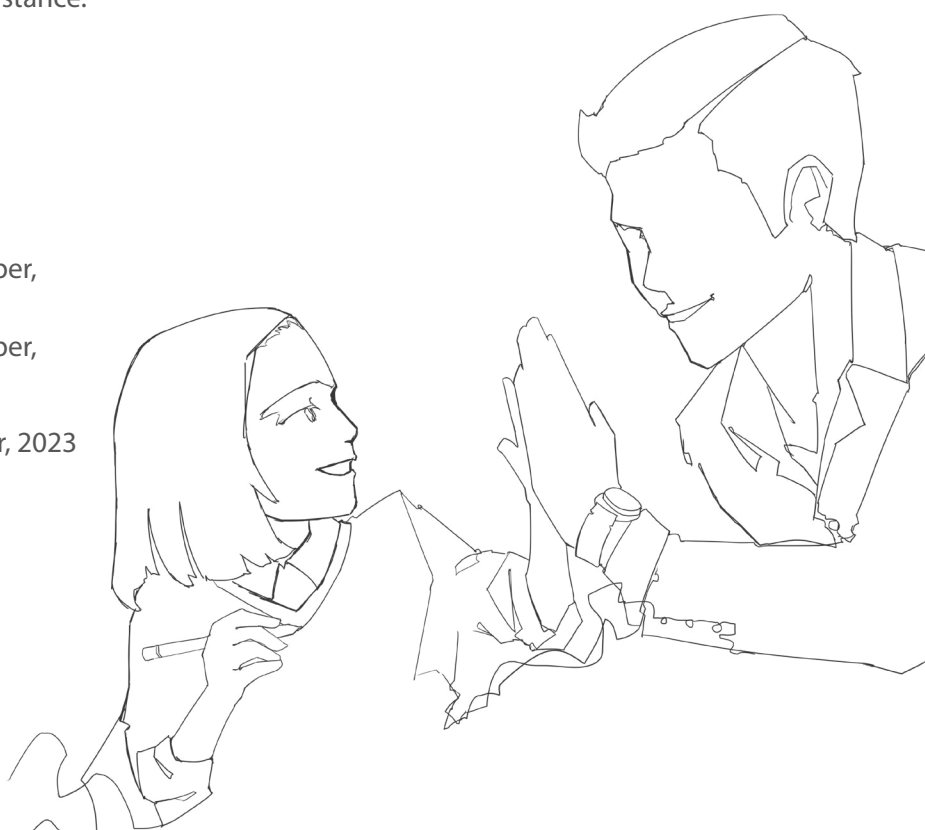
Monday 4th December, 2023 (9am)

Shortlisting date

Monday 4th December, 2023

Interviews and assessment activities

Friday 8th December, 2023



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Job Profile

Role: Deputy Principal - The Leigh Academy **Reporting to: Principal**

The Leigh Academy Dartford is the founding academy of The Leigh Academies Trust. 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/Deputy Head Teacher with an aspiration for Headship.

Core Purpose

The Deputy Principal is to assist the Principal in 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, within a safe and healthy environment, fostering positive community values and healthy minds. To promote a culture where students have high aspirations, the determination to succeed, and opportunities to make exceptional progress. Ensuring students are prepared for adult life in the 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.

Key Responsibilities

Strategic

- Support the Principal in developing and communicating a clear strategic vision of how to develop the academy successfully to 'Outstanding'
- Have a deep understanding of education theory. We aim to personalise education through innovative approaches to learning, support, experience and

leadership

- Have an 'eye' for standards. Implement accurate performance indicators for students and staff and hold everyone accountable for them
- Have up to date understanding of Ofsted requirements and ensure the effective and rigorous self review framework is embedded within the academy
- Lead on designated sections of the Academy Performance Agreement
- Support the development of effective, high performing teams across the Academy through the delivery of training and through coaching.
- Support the Principal in managing the academy effectively and ensuring the successful implementation of radical change, and deputise in their absence.
- Work in harmony with the Principal, Trust, Governors, local schools, other academies and other partners as appropriate

Learning and Teaching

- Work with the Principal in the strategic leadership of all areas of academy improvement, its development and delivery that meets the needs of individual students and maximises the opportunity for each individual to achieve excellent outcomes
- Ensure that learning and teaching policy and practice are at the highest standard
- Use data effectively to raise standards across the academy
- Regularly review and quality assure the student tracking systems across the academy
- Oversee the quality of learning and teaching through regular reviews within the academy, intervening where necessary
- Use data from stakeholder consultation in order to critically evaluate learning and teaching
- Have an oversight of the performance of all key groups

Leading and Managing Staff

- Promote the academy ethos in which the highest achievements are expected from all members of the



Academy community

- Lead by example with integrity, creativity, resilience and clarity, demonstrating open personal behaviour, positive relationships and attitudes towards students, staff, parents and Governors
- Exercise effective staff management, lead and motivate others and generate effective working relationships at all levels
- Maximise the contribution of staff to improve the quality of education provided and standards achieved
- Create and maintain good working relationships among all members of the academy community
- Sustain their own moon and that of staff for whom they are accountable
- Contribute to an effective and rigorous Performance Management process

Efficient and effective use of staff and resources

- Work with the Principal, Governors and colleagues to recruit and retain staff of the highest quality
- Work with colleagues to deploy all staff effectively in order to improve the quality of education provided
- Support the Principal and Director of Finance and Operations in managing and organising accommodation efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety requirements
- Support the Principal in seeking to ensure adequate resources for the academy

Standards

- Oversee regular and systematic reviews of standards to ensure early identification of strengths and weaknesses ensuring effective interventions are made
- Support senior and middle leaders in the effective review of standards in their areas of responsibility
- Motivate students and staff to achieve the highest possible standards and secure the best possible outcomes
- Establish and maintain clear improvement plans, milestones, targets and expectations in relation to standards, quality and achievement
- Use assemblies to motivate and inspire students

Community

- To attend Governors' meetings, evening and special events
- Ensure that RSHE and Spiritual, Moral Social and Cultural aspects are embedded throughout the academy and its interface with community partners

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/business unit at the reasonable discretion of the Principal/Director. 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.


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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:

- 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;
- Personal impact and presence with all stakeholders;
- Excellent interpersonal and communication skills;
- Passion for raising secondary and post 16 achievement and solid understanding of what constitutes an outstanding school;
- Significant leadership and management experience in a similar role;
- 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;
- Sense of humour;
- Effective organisational skills;
- Excellent personal ICT skills.

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All of our academies
work closely and
collaboratively together,
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human scale education.

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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