



**Whipton Barton
Federation**



Recruitment Pack

Executive Headteacher
Whipton Barton Federation

Ted
Wragg | **Trust**



Job Title: Executive Headteacher

Location: Whipton Barton Federation

Salary Grade: Leadership Scale L18- 24

Closing Date: Monday 1st March 2021

Required From: Wednesday 1st September 2021

Join our team of exceptional colleagues who believe in an ambitious learning culture

- Join 1,000+ Trust colleagues across Devon
- Dedicated coaching and leadership development opportunities
- Support for leaders through our committed central services team
- Devon is the ultimate destination with sandy beaches, and Moorland National Parks
- Generous relocation package



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 the role of Executive Headteacher at Whipton Barton Federation.

Whipton Barton Federation joined our Trust in 2019 and works closely with other schools in our Trust to serve the community of Whipton, Exeter. This is a hugely exciting time for our Multi Academy Trust and we are looking to appoint a dynamic, inspirational and experienced leader to play a key role in delivering outstanding outcomes for our pupils.

The successful candidate must be a motivated practitioner who can lead by example and inspire others whilst providing challenge and rigour. In return we can offer a highly competitive salary and wide ranging career development opportunities.

You will:

- Be an outstanding leader with proven track record of school improvement
- Have excellent and proven leadership expertise
- Have expert knowledge of a primary setting

We are incredibly proud of our Trust and the potential it has to further improve standards of education for all children no matter what their starting point or their background. Our academies are driven by an absolute determination to improve life chances for every child and they are identified by values driven inspirational leadership and rich and inclusive learning experiences. Our collaborative approach offers benefits to our students and staff, sharing best practice in teaching and learning, staff development, coaching, school improvement structures and supportive professional services. The Trust board is highly ambitious and committed and we are looking for an individual who shares the same values.

The successful candidate will join our fantastic team of school leaders, who work closely together to seek the best outcomes for all our students.

We look forward to receiving your application.



Whipton Barton Federation

The Whipton Barton Federation consists of:

Oasis Day Nursery (ages 2-4) (term time only)
Infant School (reception to year 2)
Junior school (year 3 – year 6)

Learning and Growing Together

Whipton Barton Federation is part of the Ted Wragg Trust, a values-driven, rapidly growing 2 – 16 Trust with a relentless focus on transforming lives through learning by delivery outstanding outcomes for every pupil, regardless of background. With a reputation for highly successful school improvement in very challenging circumstances, the Trust is passionate about driving up standards and raising the aspirations of all our pupils.

We have 385 pupils on roll across KS1 and KS2 and around 100 in the nursery. 47 percent of our children are in receipt of free school meals and we have a high number of pupils with a wide range of additional needs. There is never a dull day in our schools and that is why we need exceptional staff, committed to giving our children the very best start in life.

Whipton Barton Federation transforms lives through opportunity, education and personal development; pupils value their education, take ownership of it and show pride, self-worth and self-efficacy to ensure all future doors are open to them.

A proud, motivated and committed team contribute to the academic success and development of aspiring, well rounded, lifelong learners. Innovative teaching facilitates effective learning which leads pupils to achieve outstanding outcomes.

We are looking for staff who do not recognise disadvantage as a barrier to success and who want to make a difference to the lives of children from all backgrounds.

We are located on the Eastern outskirts of Exeter, between Pinhoe, Stoke Hill and Heavitree, with easy access to the City Centre, A303 and M5. The Federation serves a large housing estate in a popular residential area and we are in close proximity to St James School and St Luke's CofE School, both secondary feeder schools within our Trust. We have good links with the on-site Children's Centre and other local amenities within Whipton 'village'.



Opportunity

We are all dedicated to providing the highest quality learning opportunities to ensure that all our learners flourish. We encourage a thirst for learning, where children are curious, ask questions and want to improve their knowledge and skills. We help children to develop good learning behaviours, which will support them to achieve well and be proud of their achievements, not just during school but for the rest of their lives.

Learning

We aim to provide a curriculum that is engaging, balanced and rigorous. While we value the acquisition of key skills in English and Maths, we appreciate that we are educating the whole child and provide a curriculum that allows every child to flourish. This depth of provision includes exciting topics through which we explore the foundation subjects or it may be through the emphasis we place on learning skills, learning outdoors, sporting activities or creative expression.

Our committed team of professional teachers and support staff receive the most cutting-edge training to ensure outcomes are the highest they can be and to allow for continuous development. Incremental coaching has enabled personalised support and CPD to be provided for teachers at all levels.

Community

At Whipton Barton Federation we have a strong sense of belonging and community, supporting our families by providing a place of learning for all. Our school community of parents, pupils and professionals work together to provide the support required to ensure pupils succeed academically.

We are a supportive, positive and committed community who encourage pupils in doing and achieving their very best at all times. We want pupils to enjoy their time at school so they can grow into happy, well-rounded and successful pupils who are ultimately proud of their academic achievements.

- To view the Oasis Day Nursery Prospectus click [here](#)
- To view the Infant and Junior School Prospectus click [here](#)
- To view the Federation website click [here](#)
- To view the latest Ofsted Reports for Whipton Barton Federation click [here](#)



Ted Wragg Trust

The key aspect that makes this Trust exceptional is that with the 'Members' we have an inspirational progression route from an Outstanding Primary, through an Outstanding FE College, to a world-class, top 100 Russell Group University.

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

Our Trust shares Ted Wragg's passion for education and the difference it can make to social mobility, progression, self-esteem and ultimately success, in an increasingly competitive education and jobs market.

Our ambition is to raise the aspirations of young people and enable them to become fulfilled, confident and motivated citizens, able to contribute actively to a democratic society. All students within the Ted Wragg Trust, regardless of social or cultural background, are motivated to succeed and make outstanding progress because their needs are met through creative, relevant and innovative provision.

The Aims of the Ted Wragg Trust are to:

- Work in genuine partnership to strengthen schools and their communities
- Foster a culture of positive challenge and continual school improvement
- Provide a common sense of purpose with a focus on outstanding teaching and learning
- Offer an excellent educational experience so that every student fulfils their potential
- Encourage a rich, dynamic and purposeful range of learning opportunities for all students
- Develop life-enhancing values so that students leave school with a sense of self-worth and determination to succeed

We have grown to 12 schools located in Exeter, Plymouth and Crediton and work closely with other local schools and Trusts.

Our trustees are from the University of Exeter and Exeter College as well as from local businesses.

Website: <http://www.tedwraggtrust.co.uk>



Working at the Ted Wragg Trust



“ Working with the Ted Wragg Trust is an incredible opportunity for anybody wanting to further their career and professional development. The Trust schools are relentlessly positive, vibrant and ambitious; now is a truly wonderful time for a hardworking, inspirational leader, with a passion for social mobility, to join the team and become the Executive Headteacher at Whipton Barton Federation

Siobhan Meredith – Headteacher
Marine Academy Primary

Our leaders have a real opportunity to make a significant difference to the life chances of our children, especially those from deprived communities. We offer an inspirational and unique education progression route for students as a result of our partnerships.

In the Trust our leadership team work collaboratively to share ideas and expertise. We pride ourselves in a shared approach to school improvement. This has been particularly supportive in these challenging times.

Our leaders benefit from dedicated centralised professional services, including Finance, HR, IT, Estates and Marketing and Communication, a dedicated Coach and Professional Support Network from NLE, LPs and Curriculum Directors.

As part of our Trust you will also benefit from:

- Continued recognition of national terms and conditions
- Competitive salary and generous relocation package
- Recognition of previous continuous service under the
- Redundancy Modification Order
- Teachers' Pension Scheme
- Time off for Training and Development
- Family Friendly and Compassionate Leave Arrangements
- Dedicated Coaching Programmes
- Professional and personalised training and development

In our Trust we are committed to ensuring that our employees are able to achieve their full potential in an environment offering dignity, respect and equality of opportunity. We believe that individual difference offers unique contribution which serves to make our Trust a positive place to work and learn. We are committed to good employment practice so we may attract and retain employees from diverse backgrounds and communities.



Job Description

Job Title: Executive Headteacher
Location: Whipton Barton Federation
Responsible To: Chief Executive Officer
Salary Grade: Group 3 Headteacher Range

1. Key Purpose of Job

- Leading teaching and learning by embedding creative, responsive and effective approaches to teaching and learning. Enable effective curriculum delivery through appropriate sharing of teaching expertise and working in collaboration with others across the Multi Academy Trust
- Managing the organisation by ensuring that the school is compliant in terms of statutory and legal obligations, such as educational requirements, safeguarding, health and safety by ensuring policies, systems and processes are integrated, consistent and working effectively
- Ensuring continuous improvement with a consistent focus on pupil achievement by setting high expectations and stretching targets, using aspirational data and benchmarking to monitor progress
- Securing accountability by monitoring, evaluating and reviewing school practice and promoting improvement strategies across the whole federation
- Strengthening community through effective communication, responding to local needs, promoting the federation and engaging with all key stakeholders

2. Anticipated Outcomes of Post

- Provide aspirational leadership which establishes a clear ethos, develops outstanding learning, achievement and success for all its pupils, and secures the improvement of the school and its professionals in accordance with the development plan/improvement strategy
- Communicate efficiently the school's vision and drive the strategic leadership, empowering all pupils and staff to excel
- Model positive relationships and attitudes towards our pupils, and engage parents, governors and members of the local community in the constant improvement of all that we do
- Ensure that the education and interests of our pupils are at the centre of everything we do
- Working with professional services within the Trust, lead on the deployment of Multi Academy Trust systems and processes within the school including:
 - Communication, business processes, information governance, human resources, behaviour, safeguarding and SEND, H&S and Fire Management, ensuring these are compliant, consistent and embedded
- Ensure compliance in terms of all statutory and legal duties
- Manage all staff, ensuring they are working consistently and effectively across the Federation
- With the support of the Director of Finance lead on strategic financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupil outcomes and the sustainability of the Federation
- Develop a transparent and positive relationship with all stakeholders

3. Key Requirements of the Post Holder

- Undertake all duties as required, commensurate with the level of the job and in accordance with the School Teachers' Pay and Conditions Document and the Headteachers Standards 2020
 - All staff should act with professional integrity at all times, following our Code of Conduct.
 - All staff are required to have an awareness of Data Protection requirements and comply with all the principles of data security outlined in the General Data Protection Regulations. This includes maintaining security of data
 - The Ted Wragg Trust is committed to safeguarding and promoting the welfare of children and young people and all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people
 - All staff are to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures. Any safeguarding or child protection issues must be acted upon immediately by informing the Designated Safeguarding Lead (DSL)
 - This job description forms part of the contract of employment of the person appointed to the post. The duties, responsibilities and accountabilities highlighted in this job description are indicative and may vary over time at the discretion of the Chief Executive Officer. This job description will be reviewed annually, returns, including those to outside agencies as required
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4. Other Duties

- Participate in induction training, staff review processes and professional development opportunities
- Commit to Equal Opportunities and Anti-Discriminatory Practice
- The Trust operates a Smoke-Free Policy and the post-holder is prohibited from smoking in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles
- The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members
- The post-holder is expected to familiarise themselves with and adhere to all relevant Trust and Federation Policies and Procedures
- The post-holder must comply with the Trust's Health and Safety requirements specifically for the Schools they are working at
- The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed

As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post



Person Specification

Job requirements	Essential/ Desirable
Qualifications and Professional Development • A good honours degree • Qualified teacher status • NPQH • Designated Child Protection Officer Training • Level 3 Safeguarding Training	E E D D D
Experience and Knowledge Experience of: • Leading Early Years and Primary education • Leading pastoral care at middle or senior leadership level with excellent understanding of high quality approaches to pastoral care, including behaviour, safety and praise systems • Evidence of rapid and sustained improvement in current setting to include: outcomes, closing the gap and improvements in teaching and learning • Effectively leading/motivating pupils and staff and developing Team approaches. • Improving pupil outcomes • Developing, leading and monitoring initiatives using technology to support evaluation • Leading the procedures and expectations with regards to meeting all the needs of Looked After Children (LAC) which includes the ability to attend and report at LAC reviews and PEP's; leading PEP's (Personal Education Plan) and how to use and access relevant software for this process Knowledge of: • Current National Educational priorities, developments and strategies which meet the needs of all pupils • Recent legislation, developments and initiatives in early years and primary education • A thorough understanding of the OFSTED Framework regarding effective leadership, management and self-evaluation • Latest developments in safeguarding and child protection including what is involved in the role of the Child Protection Officer including having a good understanding of up to date policy and practices • Understanding schools' statutory responsibilities regarding the needs and care of pupils with SEND	E E E E E D D E E E E

Abilities and Skills

• Evidence of up to date professional development relevant to early years/primary education	E
• Ability to effectively support the professional development of educational staff to motivate, empower, challenge, and enable staff to realise and meet their full potential in accordance with the statutory framework and standards	E
• Ability to analyse and present data effectively including progress and behaviour information	E
• Good understanding of the skills and attributes required for effective leadership	E
• Ability to swiftly identify needs of vulnerable pupils and use this knowledge to inform policy and practice	E
• Experience of working with early help provision	E
• Experience of securing excellent attendance and punctuality from pupils	E
• Experience of implementing effective strategies which improve behaviour management	E
• Experience of policy writing and devising schemes of work	E
• Ability to foster the culture which challenges inequality	E
• Ability to establish a positive ethos with an accent on high achievement for all	E
• Ability to empathise with the needs of pupils and to be firm but fair and consistent	E
• Ability to prioritise and manage time effectively	E
• A team player with the ability to establish good working relationships with staff, pupils, parents and, governors and Trustees	E
• The ability to communicate clearly and concisely both verbally and in writing at all levels	E
• The ability to set clear expectations and parameters and to hold others to account for their performance	E

Personal Attributes

• The tenacity to see things through and secure, where necessary, 100% compliance from staff and pupils	E
• Willingness to engage carers to encourage close involvement in their child's education	E
• Flexibility in approach	E
• Enjoyment in overcoming challenges	E
• Ability to manage and prioritise effectively	E
• Ability to enthuse and motivate others developing strong partnerships within internal and external stakeholders	E
• Willingness to share expertise and knowledge with others	E
• Appreciation of work life balance	E

Other Conditions

• Ability to uphold the ethos, values and aims of the Ted Wragg Trust	E
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How to Apply



If you would like further information, would like to have an informal conversation with our Chief Executive Officer, Moira Marder, or arrange a school visit, please contact Helen Scott, Executive PA to Moira Marder, Chief Executive Officer.

Email: Helen.Scott@tedwraggtrust.co.uk

Phone: 01404 821977 *273

All applications are to be sent to Helen.Scott@tedwraggtrust.co.uk no later than midday on Monday 1st March.

Application Requirements:

Candidates are asked to complete all standard information requested on the application form including a supporting statement confirming your suitability for the role.

Please be advised that references will be taken up shortly after shortlisting and we request that your referees are advised of the need to respond within the times scales set.

Interview Process:

The interviews will take place over two days on the 16th and 17th March. Shortlisted candidates will be advised on the range of tasks and activities that will make up the selection process.

We would be pleased to undertake an informal meeting and encourage you to contact us though Helen Scott for further details.

Live the Life



Devon – simply a fantastic place to live.

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

Live

Find out why Devon tops the 'quality of life' survey, reported by The Guardian [here](#).

Do

Visit Tripadvisor's top 10 attractions in Devon [here](#).

Move

Discover seven great places to live in Devon [here](#).

Quotes from the locals

Find out directly from those who moved to Devon what it's like [here](#).



**Whipton Barton
Federation**



Recruitment Pack

Thank you for your interest!

Ted
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