



# Recruitment Pack

## Future Headteacher (Secondary)



**Ted  
Wragg** TRUST



**Job Title:** Future Headteacher (Secondary)

**Location:** Devon

**Salary Grade:** L scale, highly competitive

**Closing Date:** 9am on Tuesday, 31st January 2023

**Interview Dates:** 6th and 7th February, 2023

**Required From:** May or September 2023

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We are seeking the most talented educationalists and leaders, with recent experience of working in secondary schools, to help us shape our future while providing exceptional school leadership.

We will develop a personalised plan based on your skills and experience and provide you with exceptional support and development opportunities to rapidly prepare you for Headship.



# Future Headteacher (Secondary)



This position will allow you to:

- Receive a personalised plan to prepare you rapidly for Headship
- Work with, and gain experience from, different Senior Leadership teams across our Trust.
- Be provided with coaching from external coaches and an internal mentor
- Be part of our Headteachers network, meeting every three weeks
- Have the opportunity to work across our schools and take on Strategic Projects.

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## Krishna Gandhi



I was keen to pursue the Ted Wragg Trust Future Headteacher opportunity given the trust's community-focussed vision and ambitious nature. Since being appointed, I've been participating in the SW100 programme, have started my NPQH, am attending the trust's own Leadership Development Programme and have even been seconded to the outstanding Dixons Academies. I've also had access to bespoke, professional coaching sessions which has played a truly reflective and transformational role in my growth as a Future Head.

The Future Headteacher role has not only allowed me to develop at a rapid rate through hands-on, practical and lived opportunities but has also celebrated the unique strengths that I can bring to the team. This is more than just a career opportunity or your typical CPD; the Ted Wragg Future Headteacher programme is a truly transformational experience.

When I applied for the position of Future Headteacher, I was working as an Assistant Headteacher in a school outside the Ted Wragg Trust. Through this role, I have been given the incredible opportunity to take on a position as Senior Deputy for Inclusion in a key school within the trust. It is only with the broad range of training and support that the trust offers that I have been able to perform in this role successfully.

The range of professional and leadership development opportunities have been endless, including a secondment to a Dixons Academy in Bradford. The flexibility of this provision has allowed me to adapt what I am doing and experiencing to prepare me for headship as rapidly as possible. The role has offered me experience, challenge, and a support in equal measure.

## Jamie Engineer





## 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 a role as a future headteacher within the Trust.

This is an excellent opportunity for an inspirational leader to join the Ted Wragg Trust. There has never been a better time to join us. We have grown to 14 schools, based in Exeter, Plymouth and Crediton, and have exciting plans for further growth and development in the South West.

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.

As a TWT leader, a Headteacher is pivotal in achieving our collective mission, by providing excellent leadership in a unique school community. Headteachers in the Trust provide leadership which enables high standards and a warm, happy and successful school.

This is a hugely exciting time for our growing Multi Academy Trust. We have grown to 13 schools located in Exeter, Plymouth and Crediton and work closely with other local schools and Trusts.

We look forward to receiving an application from an ambitious, selfless and collaborative leader ready to transform lives and strengthen our communities to make the world a better place.





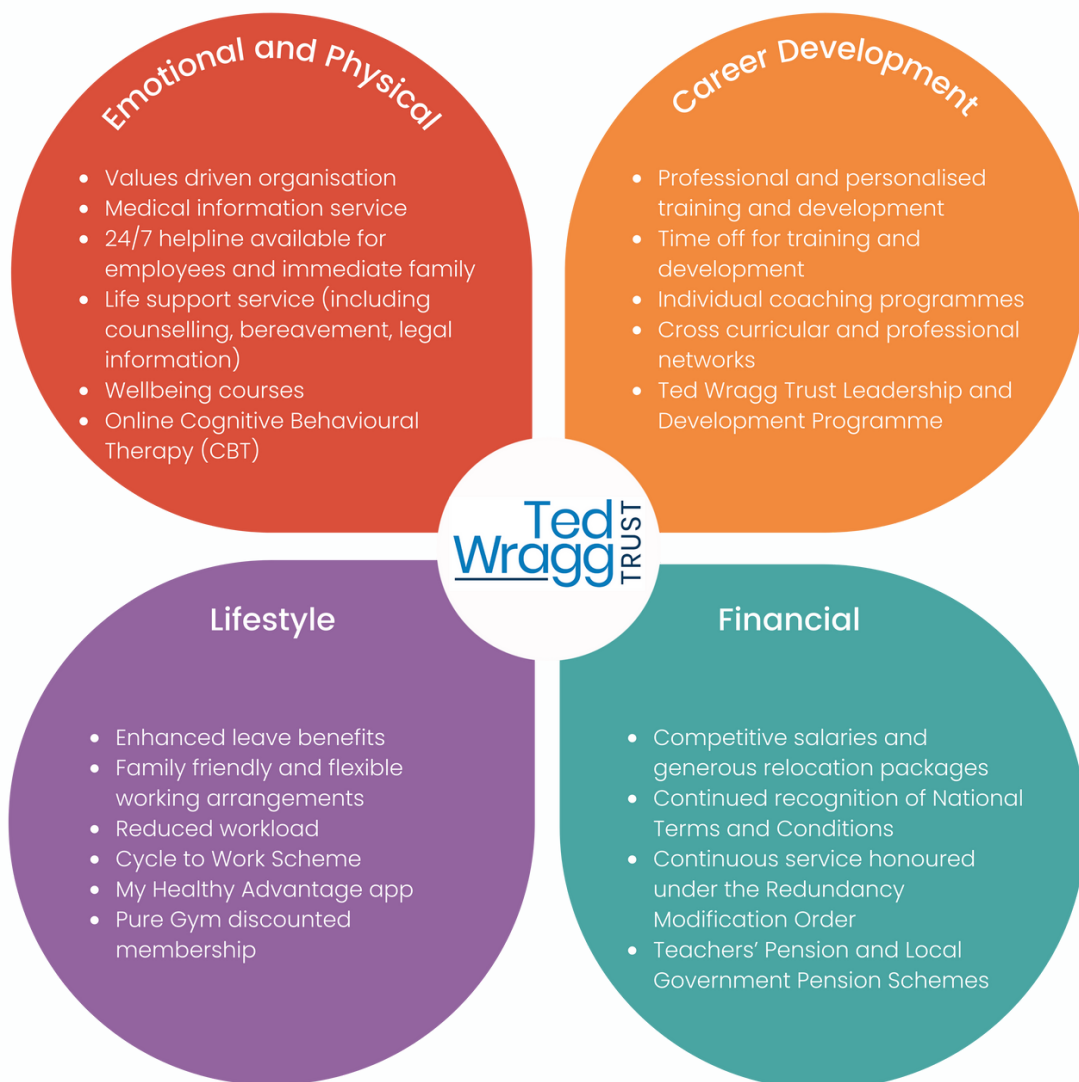
# Welcoming and developing great people

“ 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 leaders, with a passion for social mobility, to join the team.

Tim Rutherford – Deputy CEO – Ted Wragg Trust

Our leaders have a real opportunity to make a significant difference to the life chances of our children, especially those from deprived communities.

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



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.



# 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.



## SW100

This role includes funding and a priority place on the South West 100 Leadership Programme, giving you access to a yearlong leadership development opportunity and a life-long South-West leaders network.





# Job Description

Job Title: Future Headteacher

Location: Devon

Responsible To: Deputy CEO or Director of Education

Salary Grade: Leadership Scale (dependent on experience)

## 1. Key Purpose of Job:

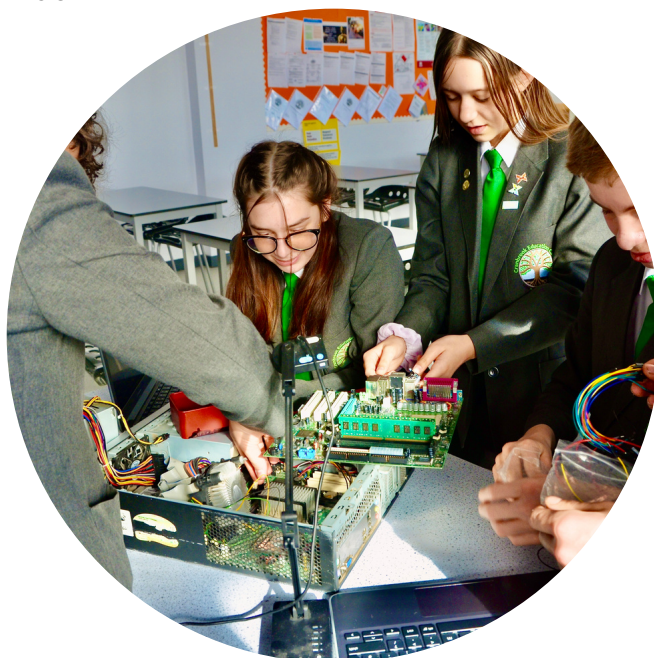
- Engage in a bespoke personal development plan to prepare for headship
- To flexibly support school SLTs as required across the Trust, implementing high quality whole school systems, developing leaders and deputising for Headteachers where necessary.
- Lead on Trust wide projects

## 2. List Key Duties and accountabilities of the post

- Take responsibility for developing and monitoring policy and practice across the Trust;
- Implement and maintain high quality and effective whole school systems as directed;
- Provide high quality line management, performance management, appraisal, development and coaching;
- Take an active role in Senior Leadership Teams across the Trust, contributing to the development of identified areas leading to highest standards of teaching, effective use of resources and improved standards of learning and achievement for all children;
- Work in partnership across the Trust and in other external schools and organisations and agencies to strengthen our communities;
- Deputise for Headteachers in their absence and as required

## 3. Other Responsibilities

- All staff have a responsibility for promoting and safeguarding the welfare of children and young persons that they are responsible for or come into contact with.





### Supervision / Line Management Responsibilities of the post

- Line management of Leaders within allocated curriculum/department areas.

### Working Environment & Conditions of the post

- In support of the Trust's vision and ethos of shared teaching and learning to improve educational outcomes for young people, the post may be required to travel and teach within any school in the Ted Wragg Multi Academy Trust.

### Other Information

- All staff must 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 School Policies and Procedures.
- The post-holder must comply with the Trust's Health and Safety requirements specifically for the school they are working at.
- 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.
- The conditions of employment of teachers in the School Teachers' Pay and Conditions of Service Document apply to this post, whose holder is expected to carry out the professional duties of a teacher as circumstances may require, under the reasonable direction of the Headteacher.

### Note

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Job requirements	Essential/ Desirable
<b>Education and qualifications</b> <ul style="list-style-type: none"> <li>• Good honours degree PGCE and QTS</li> <li>• Evidence of further professional study, e.g. MA or NPQH</li> </ul>	 E D
<b>Relevant Experience</b> <ul style="list-style-type: none"> <li>• At least 2 years' experience at senior leadership level including in a good or rapidly improving school</li> <li>• An understanding of key educational issues / change, combined with the ability to lead and co-ordinate their effective implementation</li> <li>• A successful and proven track record of innovation and leading change with a demonstrable impact on school improvement</li> <li>• A record of sustained progress in learning, with improved outcomes for students</li> <li>• Successful line management of key areas of responsibility and holding others to account</li> <li>• Experience of developing quality assurance programmes and evidence of successful outcomes</li> <li>• Experience of effectively working with others including parents, governors and external agencies</li> <li>• Knowledge of whole- school budget management</li> <li>• Ofsted trained</li> <li>• L3 Safeguard Trained</li> </ul>	 E  E  E E  E  E  D D D
<b>Knowledge and Skills</b> <ul style="list-style-type: none"> <li>• Highly successful classroom practitioner, including evidence of high level student achievement and consistent outstanding teaching over time.</li> <li>• Excellent team player – to lead by example and provide support and challenge to others</li> <li>• Ability to think and act strategically at whole school level</li> <li>• Clear vision for raising standards</li> <li>• Ability to analyse and use information to drive school improvement</li> <li>• Skilled at working with people with the ability to inspire and motivate others</li> <li>• Ability to challenge, influence and motivate others</li> <li>• Excellent problem solving skills</li> <li>• Outstanding presentation and communication skills</li> <li>• Ability to complete tasks to a high standard with attention to detail</li> <li>• Readiness to identify and respond to new challenges with good judgement and perseverance</li> </ul>	 E  E  E E E E E E E E

• Evidence of project management	D
• Experienced coach	D
• Evidence of the innovative deployment of technology in improving learning outcomes	D
• Evidence of coordinating effective CPD programmes	D

#### Attitudes

• Commitment to equal opportunities	E
• Clear understanding that it is the responsibility of leadership to provide active support and challenge to colleagues	E
• Committed to high quality in all aspects of their work	E
• Understand and practice the principles of change management	E
• Collaborative approach to partnership working	E
• Deep understanding of school systems, timetabling, data tracking for students, development, planning and implementation	E
• Experience as an outstanding teacher	E
• Ability to maintain strong relationships with Governors and parents	E
• Experience of working with a range of community partners	D

#### Personal Qualities

• Strong commitment to the values and ethos of the School	E
• Positive, professional role model for staff and students, with high expectations	E
• Dedication to school improvement	E
• Effective self-manager and independent worker, who can prioritise and adapt as required with the capacity to work well under pressure	E
• Decisive, fair, consistent and focused on solutions	E
• Reliable, honest and trustworthy, demonstrating the highest professional standards	E
• Enthusiastic and hard-working	E
• Able to demonstrate resilience and perseverance	E
• Reflective and self-evaluative	E
• Flexible and adaptable to suit the School's needs	E
• Creative and innovative	E
• Excellent listener and communicator	E
• Able to maintain focus and perspective at all times	E
• A passion for helping young people develop, learn and achieve their best	E



# How to Apply



If you would like further information, or to have an informal conversation about the role, please contact Darcie Harper at [darcie.harper@tedwraggtrust.co.uk](mailto:darcie.harper@tedwraggtrust.co.uk) to schedule a conversation.

## Application Requirements:

Candidates are asked to complete a Trust application form, and a supporting statement, detailing their suitability for the role. Application forms can be downloaded via the Trust website. Completed application forms should be sent to [hr@tedwraggtrust.co.uk](mailto:hr@tedwraggtrust.co.uk).

**Closing Date:** 9am, Tuesday 31st January 2023

**Interview Dates:** 6th and 7th February 2023







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Thank you for your interest!

**Ted**  
**Wragg** TRUST