



**APPLICATION PACK**

**HEAD OF ACADEMY**

**WALKER RIVERSIDE ACADEMY**

Dear Applicant

Thank you for your interest in the position of Head of Academy at Walker Riverside Academy. The school is an exciting and thriving 11-19 secondary school at the heart of its community in Walker, Newcastle Upon Tyne and we are looking for a Head of Academy with the drive and determination to make a real impact on the future of the school as it strives to become 'outstanding'.

Walker Riverside Academy serves the community of Walker in Newcastle Upon Tyne and is an oversubscribed 11-19 secondary school with 1100 students on roll with that number predicted to increase in coming years. Walker's motto is to aim high, be proud and love life and the school joined Tyne Coast Academy Trust in 2018. The school was judged 'good' by Ofsted in 2017, the future is very promising and the opportunity to lead the school to 'Outstanding' is both exciting and realistic.

The school is ambitious for all its students and in addition to the broad and balanced curriculum offer there are unique opportunities for involvement in the Combined Cadet Force, the Improtech Football Academy, visits to our dedicated outdoor pursuits centre in Kirkby Lonsdale and a growing post 16 partnership to deliver A-Levels at a local Trust partner school North East Futures UTC. The school has a curriculum with many unique aspects and a vision that students should be Globally Aware, Culturally Aware, Self Aware and Life Ready with Ambition. The four 'awares' are the cornerstones of the well considered curriculum intent. The school also has strong links with the local community.

At the heart of Walker Riverside Academy is its talented and dedicated staff. They are its most valuable asset and they uphold ambitious educational standards which prepare all students for the next phase in their education and life and provide care, guidance, and support in a learning environment characterised by high standards of behaviour and mutual respect. As Head of Academy you would be seen as the lead professional amongst this staff team and must model these key attributes as you strive to secure ongoing success.

Tyne Coast Academy Trust is currently made up of five schools, two primary schools, two secondary schools and a UTC. The Trust also benefits from being in the unique position of being sponsored by Tyne Coast College, a world class college with a reputation for excellence. The vision of the trust is to be an outstanding MAT, providing world class education and training. The trust has strong values as an



Tyne Coast Academy Trust, St. George's Avenue  
South Shields, NE34 6ET



0191 427 3786



Tyne Coast Academy Trust is registered in England and  
Wales; Company number 08313162

employer and learning organisation and trust's strategic aims are to:

- Provide high-quality teaching and learning;
- Create a high-quality learning environment;
- Be financially sound, modernise and grow, providing outstanding value for money;
- Provide a curriculum that meets the needs of all stakeholders in an ever-changing world; and
- Work in partnership with the communities we serve, agencies and employers.

In addition to joining a dedicated and knowledgeable staff at Walker Riverside Academy, you will also collaborate closely with the Chief Executive, Deputy Chief Executive, other trust Headteachers and the trust central support team. You will have the opportunity to have an impact on how the trust develops over the coming years as it looks to grow and mature.

You can find a job description, person specification and further information on the Trust at <https://www.tynecoastacademytrust.co.uk/join-our-team-current-vacancies/> or by contacting Melissa Dobrianski, HR Manager at [mdobrianski@tynecoastacademytrust.co.uk](mailto:mdobrianski@tynecoastacademytrust.co.uk) Mr Mike Collier, Deputy Chief Executive would be happy to speak to you about the post and we would welcome a visit to the academy, to arrange this please contact Sandra Willis, Office Manager and Personal Assistant by emailing [sandra.willis@walker.academy](mailto:sandra.willis@walker.academy)

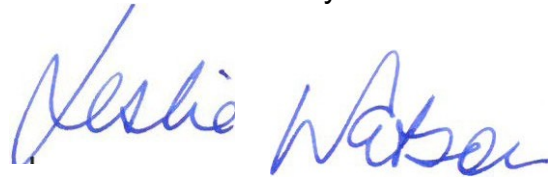
We look forward to receiving your application by 12pm on Friday 8 October 2021. Please use the application form provided. In addition, please write a letter of application indicating how your experience to date has prepared you for this role. Please send your completed application form and covering letter by email to [mdobrianski@tynecoastacademytrust.co.uk](mailto:mdobrianski@tynecoastacademytrust.co.uk) or by post to Melissa Dobrianski, HR Manager, Tyne Coast Academy Trust, St George's Avenue, South Shields, NE34 6ET.

Yours faithfully



Dr Lindsey Whiterod CBE  
Chief Executive (Tyne Coast Academy Trust)

Yours faithfully



Mr Les Watson  
Chair of Trustees (Tyne Coast Academy Trust)



Tyne Coast Academy Trust (TCAT) and its academies are committed to the highest standards of openness, transparency and accountability. TCAT represents the joining together of schools across the region who share a collective vision for excellence at all stages of education.

### **Vision**

The vision of TCAT is to be an outstanding MAT, providing world-class education and training.

### **Mission**

Our mission is to provide the highest quality education and training, preparing young people for the future.

### **Values**

As an employer and a learning organisation, we will:

- Aim to be excellent in all that we do
- Celebrate diversity and the rights of others
- Act with integrity – fairly, openly and transparently
- Be welcoming and approachable to all.

### **Strategic Aims**

We aim to:

- Provide high-quality teaching and learning
- Create a high-quality learning environment
- Be financially sound, modernise and grow, providing outstanding value for money
- Provide a curriculum that meets the needs of all stakeholders in an ever-changing world
- Work in partnership with the communities we serve, agencies and employers.

### **Core Values**

Tyne Coast Academy Trust:

- Believes every pupil should achieve their potential
- Believes in developing strong relationships with our pupils, and never giving up on them
- Believes in being a strong community presence, embedding everything we do in the local community
- Values and respects the professionalism, commitment and excellence in our staff
- Believes the needs of employers should shape our curriculum
- Will make a significant positive impact on the local, regional and national economy
- Welcomes and includes everyone in our community, and values individuality and diversity.

## TYNE COAST ACADEMY TRUST SCHOOLS

TCAT represents the joining of schools across the region who share a collective vision for excellence in education at all stages. Our family of schools work together to achieve our mission to provide the highest quality education and training, preparing young people for the future.



### **Monkwearmouth Academy**

Monkwearmouth Academy serves the community of north Sunderland and is a 11-16 secondary school with 864 students on roll with that number predicted to grow in coming years. The school was graded inadequate by Ofsted in February 2019, joined TCAT in September 2019 and rapid progress is being made with a significant improvement in outcomes in 2020 in both progress and attainment. The school is part of the DfE 'One Vision' programme and a stable leadership team is now in place to continue the improvement journey. The academy is committed to giving every child the opportunity to believe in their own abilities, achieve the highest standards and succeed in life.

### **North East Futures UTC**

North East Futures UTC opened in a purpose built building in the centre of Newcastle Upon Tyne in 2018. The UTC is sponsored by the University of Sunderland and has partnerships with a range of organisations to ensure it can offer students the best of both worlds: technical and academic. The UTC provides GCSEs and A Levels to 14-19 year olds with an interest in a career in digital technology or healthcare sciences whilst still studying core subjects and attracts students from across the North East region. It offers a curriculum that is enriched with access to regular project based learning where students participate in industry led real work projects.

### **Redby Academy**

Redby Academy is a primary school in north Sunderland offering provision for 3-11 year olds. The academy was judged good by Ofsted in 2017 and joined TCAT in September 2019. The academy recognises every child as being unique and provides a strong nurturing ethos to support all children in their development of self-confidence, individuality and resilience. The curriculum is broad and balanced and staff strive to instil a love of learning providing quality first teaching to encourage children to grow, learn, achieve and aspire to be successful both academically and personally.

### **Ridgeway Primary Academy**

Ridgeway Primary Academy serves the community of South Shields and pupil numbers are continuing to rise. Ridgeway is 'proud, unique and ambitious' and was the first school to join the Trust in 2013. Since then, the school has made rapid progress to be judged good by Ofsted in 2016. The school is passionate about

learning and helping children develop their skills and knowledge so that they can be the best that they can be. The Ridgeway offer centres on a curriculum which promotes resourcefulness and ambition, driven by real experiences.

### **Walker Riverside Academy**

Walker Riverside Academy is a 11-18 secondary school based in Walker, Newcastle Upon Tyne and joined TCAT in 2018. The school has 1100 students on roll and believes children have a right to an education that allows them to thrive, makes them feel valued for their individuality, is designed to help them achieve their very best and prepares them to be valuable members of society. Walker was judged good by Ofsted in 2017 and is committed to providing a quality education where the individual is valued and respected. Walker provides students with the skills and knowledge they need for a life after education.

Please visit our Trust website at [www.tynecoastacademytrust.co.uk](http://www.tynecoastacademytrust.co.uk) where you will find further information about TCAT and links to individual academy websites.



## **Walker Riverside Academy**

Walker Riverside Academy is an exciting and thriving 11-19 secondary school in the heart of its community within Walker, Newcastle Upon Tyne. Walker joined Tyne Coast Academy Trust in 2018 enabling us to become bigger, better and stronger. The school has approximately 1100 students on roll and is oversubscribed with a waiting list in almost every year group. The curriculum has many unique aspects and a vision that students should be Globally Aware, Culturally Aware, Self Aware and Life Ready with Ambition. The four 'awares' are the cornerstones of our well considered curriculum intent. This is an exciting time to join Walker Riverside Academy, the academy was judged to be 'good' by Ofsted in 2017 and is on a journey to become an outstanding school where every child achieves their full potential and that our community are proud of.

### **Head of Academy L30 – L36 £86,061 - £99,681 per annum (Starting Salary dependent upon experience) Required for January 2022**

Due to the promotion of the current postholder, Tyne Coast Academy Trust is seeking to appoint an outstanding individual who is inspirational, highly motivated, visible and dedicated to become the new figurehead within the community, lead the school in the next exiting phase of its development and make a real impact. Walker is an exciting and thriving secondary school and the aim is for Walker to become 'outstanding'. The school is ambitious for all its students and in addition to a broad and balanced curriculum offer there are unique opportunities for involvement in the Combined Cadet Force, the Improtech Football Academy, visits to our dedicated outdoor pursuits centre in Kirkby Lonsdale and a growing Post 16 partnership to deliver A-Levels at a local Trust partner school, North East Futures UTC. There are also many other opportunities to explore within the Tyne Coast College group of providers. There will also be opportunities to work across the Trust to make a real impact on school improvement, trust development and growth. As Head of Academy you will have the support of the Deputy Chief Executive and the opportunity to develop into the role of Headteacher over time.

Ideally, you will be a current Headteacher or Head of School/Academy who wants to make a difference in a large academy or an experienced senior leader able to demonstrate significant and successful school improvement. You should place students first in every decision you make and have the confidence and capacity to drive an ambitious education agenda which has school improvement at its core.

An experienced professional, you will possess a vision for success, have drive, determination and believe that every young person deserves the very best education. Walker Riverside Academy needs an exceptional, highly aspirational, passionate and strong leader who is able to demonstrate strategic leadership,

coupled with excellent people management skills who will build on what is currently good and ensure the school continues to improve by embracing opportunities and challenges. A proven track record of achieving success and raising standards as a leader with a commitment to the highest quality of education, strength to hold staff to account and an attitude that will engage students, staff and the wider community are all essential.

In return you will receive on-going professional development and strong, consistent support from dedicated staff, loyal parents and students, together with a committed central trust team, governors and trustees. You will also have an opportunity to work with Trust Headteachers, the central team and impact on how the trust develops over the coming years as it looks to grow and mature.

Interested candidates are invited to contact Sandra Willis, Office Manager and Personal Assistant by emailing [sandra.willis@walker.academy](mailto:sandra.willis@walker.academy) to arrange a suitable time to discuss the post with Mr Mike Collier, Deputy Chief Executive or arrange a visit to the academy.

The deadline for applications is 12pm on Friday 8 October 2021 and interviews will take place during week commencing 18 October 2021. Please return your completed application to Melissa Dobrianski, HR Manager at [mdobrianski@tynecoastacademytrust.co.uk](mailto:mdobrianski@tynecoastacademytrust.co.uk)

Walker Riverside Academy and Tyne Coast Academy Trust are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks including an enhanced DBS with barred list check.

Application packs and further information can be found on the Tyne Coast Academy Trust website <https://www.tynecoastacademytrust.co.uk/join-our-team-current-vacancies/> or by contacting Melissa Dobrianski, HR Manager at [mdobrianski@tynecoastacademytrust.co.uk](mailto:mdobrianski@tynecoastacademytrust.co.uk)





## **JOB DESCRIPTION**

### **JOB DETAILS**

**Job Title: Head of Academy – Walker Riverside Academy**

**Pay Scale: L30- L36**

This job description may be amended at any appropriate time following consultation between the Head Teacher and CEO of Tyne Coast Academy Trust. It will be reviewed annually and performance management objectives agreed.

### **JOB PURPOSE**

Provide strategic leadership of the academy, promoting the vision to build success and provide high quality education.

Establish and sustain the academy's ethos and strategic direction in partnership with the strategic leadership team of the Trust, Local Governing Body, Academy Trust and in consultation with the school community.

Welcome strong governance, working with the Local Governing Body to ensure growth and improvement in all areas of the school's work.

Manage the curriculum and its assessment to ensure a high quality, innovative, effective and efficient curriculum offer. Putting students at the heart of everything that we do.

Develop and ensure the effective implementation and evaluation of clear evidence informed improvement plans and policies for the academy which are realistic, timely, appropriately sequenced and suited to the context of the academy and lead to sustained school improvement over time.

Secure and sustain effective teaching and learning across the academy.

As budget holder, work with the academy trust finance team to ensure the academy's financial and human resources are well managed to ensure effectiveness and efficiency in line with achieving educational goals.

To have overall responsibility for the school site and its accommodation ensuring health and safety requirements are met at all times.

To have overall responsibility for leading all areas of safeguarding and promoting the welfare of children and young people.

The Head Teacher shall carry out the duties of a Head Teacher as set out in the School Teacher's Pay and Conditions Document.

April 2021

## **KEY RESULT AREAS**

1. Share, communicate and contribute to the academy's vision, mission and values and develop the academy's offer to drive the culture and performance to achieve excellence.
2. Ensure that the academy's curriculum is delivered in the most cost-effective manner under the terms of the prevailing funding methodology and guidance.
3. Lead innovation and new development across the curriculum to ensure that it is broad, structured and coherent setting out the knowledge, skills and values that will be taught to enable the academy to meet the current and future demands of all our students.
4. Ensure valid, reliable and proportionate approaches are used when assessing student's knowledge and understanding of the curriculum.
5. Establish and sustain high quality expert teaching across all subjects which is based on evidence informed understanding of teaching and how students learn.
6. Accountable for continuous improvements in progress and achievement rates for students, focusing on improvements to support movement towards Ofsted outstanding.
7. Ensure the academy offer, especially for KS4 children, meets their specific needs leading to constantly improving outcomes for all groups of students including those with additional and special educational needs.
8. Establish and sustain high expectations of behaviour for all students built on relationships, rules and routines which are understood clearly by all staff and students.
9. Contribute to strategies, plans and opportunities across Tyne Coast Academy Trust.
10. Lead the wider leadership team, securing improvement in all areas of the school.
11. Provide leadership which will inspire, motivate, challenge and support all staff employed by the school ensuring a culture of high staff professionalism.
12. Establish, set and share high expectations of all staff and students in all aspects of the school.
13. Accountable for budget management as the budget holder, driving efficiencies while maintaining a wide curriculum offer and ensuring probity in the use of public funds.
14. Improve and develop the performance culture of the academy.
15. Ensure monitoring systems have impact and support the improvement of all aspects of the quality of education in the academy.
16. Create strong relationships with feeder and local schools. Form a seamless transition offer leading to strong progress as soon as children join the academy.

17. Work in association with the wider leadership team, trust leaders and governors to build and sustain constructive relationships beyond the academy working in partnership with parents, carers and the local community.

18. Line manage appropriate staff through academy performance management tools to ensure high expectations and academic standards are achieved.

19. Ensure the protection and safety of all students and staff through effective approaches to safeguarding and promoting the welfare of all children including Prevent.

20. The post holder may be required to perform duties other than those given in the job description for the post. The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed.

21. Ensure compliance with academy requirements, policies, systems and procedures throughout the academy, ensuring that accurate and up-to-date records and documentation are kept and held and available for internal and external audit, review and to inform report writing.

22. To carry out additional responsibilities as requested by Senior trust staff.

## **VARIATION IN THE ROLE**

Given the dynamic nature of the role and structure of Walker Riverside Academy and Tyne Coast Academy Trust, it must be accepted that, as work develops and changes, there will be a need for adjustments to the role and responsibilities of the post. The duties specified above are, therefore, not to be regarded as either exclusive or exhaustive. They may change from time to time commensurate with the grading level of the post and following consultation with the member of staff.

## **EQUALITY AND DIVERSITY**

Tyne Coast Academy Trust is committed to equality and diversity for all members of society. The trust will take action to discharge this responsibility but many of the actions will rely on individual staff members at the academy embracing their responsibilities with such a commitment and ensuring a positive and collaborative approach to Equality and Diversity. This will require staff to support the academy trust's initiatives on Equality and Diversity which will include embracing development and training designed to enhance practices and the experiences of staff, students and visitors to the trust with an all inclusive approach that celebrates differences. Failure to embrace these commitments may lead to formal action.

If you as a member of staff identify how you or the academy trust can improve its practice on Equality and Diversity, please contact the Deputy Chief Executive.

## **HEALTH AND SAFETY**

All members of staff have a duty to maintain safe and clean conditions in their work area and co-operate with the academy trust on matters of Health and Safety. This will include assisting with undertaking risk assessments and carrying out appropriate actions as

required. Staff are required to refer to the academy and safety policies in respect to their specific duties and responsibilities.

## **LEARNING & DEVELOPMENT**

All staff are required to participate fully in the academy trust Learning & Development programmes and have a responsibility to identify their own professional development needs in conjunction with their line manager.

## **COMMITMENT TO SAFEGUARDING VULNERABLE GROUPS**

The academy trust is committed to safeguarding and the prevent duty. Ensuring safeguarding arrangements to protect children, young people and vulnerable groups meet all statutory and other government requirements, promote their welfare and prevent radicalisation and extremism. The academy trust expects all staff and volunteers to share this commitment.

## **COMMUNICATION AND WORKING RELATIONSHIPS**

### **Internal Communication/Working Relationships**

Liaison with:  
Chief Executive Officer  
Deputy Chief Executive  
Senior Executive Group (SEG)  
Headteacher group  
Trustees  
Local Governing Body  
Human Resources  
Marketing Department

### **External Communication/Working Relationships**

Liaison with:  
Local Authority  
Local Primary and Secondary schools  
Education and Skills Funding Agency (ESFA)  
Department for Education (DFE)



**Walker Riverside Academy**  
**Head of Academy**  
**PERSON SPECIFICATION**

Area	E = Essential Criteria    D = Desirable Criteria		
	Criteria	Attribute	Stage Identified
<b>Qualifications &amp; Education</b>	E	Recognised Teaching qualification	A/C
	E	Evidence of commitment to continuous professional development	A/C
	D	National Professional Qualification for Headship	A/C
<b>Experience &amp; Knowledge</b>	E	Substantial and successful experience of senior leadership and management in a secondary school	A/I/R
	E	Evidence of managing and making a substantial contribution to the effective management of change	A/I/R
	E	Experience of successfully leading and managing a team, with the ability to hold others to account	A/I/R
	E	To have taken an active involvement in school self-evaluation, improvement and development planning	A/I/R
	E	Ability to effectively use data, assessment and target setting to raise standards/address weaknesses	A/I/R
	E	Evidence of successful implementation of strategies to improve teaching and learning to raise the standards of achievement for all students	A/I/R
	E	Ability to initiate innovative curriculum design to meet the needs of all students	A/I/R
	E	Understanding of school finances, budget management, health and safety and estates management	A/I/R
	E	Experience of partnership working with parents and the wider community, including external agencies	A/I/R
	E	Understand the role of an Academy Trust	A/I/R
	D	Successful experience of Headship in a secondary school	A/I/R

	D	Experience of working in or leading a school through rapid improvement with significant improvement in outcomes	A/I/R
<b>Skills</b>	E	Ability to provide leadership and management in a school wide setting	A/I/R
	E	Ability to set appropriate targets for school improvement and to establish, monitor and evaluate an action plan in relation to those targets	A/I/R
	E	High order communication and interpersonal skills with the ability to communicate a vision and inspire others	A/I/R
	E	Ability to accurately assess the quality of teaching and learning across the whole school	A/I/R
	E	Successful record of developing colleagues through effective professional development linked to appraisal	A/I/R
	E	Ability to develop and implement the school vision and values, and promote inclusivity and diversity within a framework of British Values	A/I/R
	E	To work to high professional standards, strategically and operationally, leading by example and holding all staff to account for their professional conduct and practice	A/I/R
	E	To be able to lead and manage change in all areas of the school's work	A/I/R
<b>Personal Attributes</b>	E	An ability to lead and manage others	A/I/R
	E	A commitment to demand and achieve ambitious standards for students through setting challenging goals and targets	A/I/R
	E	A commitment to work with Tyne Coast Academy Trust, Trustees and the Local Governing Body to set school strategy and enable effective governance	A/I/R
	E	A commitment to maintaining confidentiality at all times	A/I/R
	E	A commitment to leading the safeguarding of all students and promoting the welfare of children and young people	A/I/R

### **Other Requirements**

Application forms should be clear and concise, should be complete in full and should include a personal statement to address the criteria as identified in the personal specification. A covering letter should be included and be no more than one side of A4.