

Job application pack

Head of School

Bere Alston Primary Academy

Permanent
L5-L9

Closing date: Thursday 19th May, midday
Interview date: 26th/27th May 2022



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First Federation Trust, Blackpool CE Primary School, Liverton, Newton Abbot, Devon, TQ12 6JB

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About us

The First Federation Trust has been a Multi Academy Trust for the last 10 years. Our Trust started life as a small group of schools in South Devon and our founding schools have been working together since 2006. We now have member schools in East, West, Mid and South Devon.

Our family of 16 schools are a wonderfully diverse mixture. They range from two-class village schools, to larger coastal town schools and include a mix of church and community schools. Currently we are sponsoring five schools through their improvement journey whilst continuing to support our convertor schools.

We pride ourselves on our track record of improvements. All of our schools improve to become good or maintain their high standards. A strong focus on academic performance has seen schools improve their standards, with pupils making strong progress. We are proud of what we have achieved and continue to support schools both within our Trust or through formal partnerships.

Collaboration remains at the heart of our improvement structure. We respect the identity and uniqueness of each of our member schools. Schools have high quality resources made available to them. Schools are also encouraged to innovate and share new approaches, making sure we keep our systems fresh and relevant.

At the heart of our Trust are the people; our staff and pupils. As an organisation we deliberately seek to make opportunities available to all. High quality Continuing Professional Development (CPD) is available to staff, throughout their time with us. This in turn ensures our pupils are taught as well as they should be. High quality teaching and high quality learning are at the heart of everything we do.

Creating individuals is a very important part of our approach. Through our high quality curriculum, we strive to ensure that we develop confident, resilient characters. We want every individual to recognise their place in the world and do their best to be an active citizen. Collectively, these unique individuals will create strong and diverse communities. Communities that take responsibility for each other and the wider world.

We are driven by our values and are committed to providing the best possible education for all the children in our schools.

The vision of the Trust is that every individual will **aspire**, **flourish** and **achieve** within the heart of their community.



A letter from the Chief Executive

Dear Applicant,

Welcome to the First Federation, please take time to read through the information on our website. We are looking to recruit a Head of School for **Bere Alston Primary Academy, Station Road, Bere Alston, PL20 7AU.**

We are looking for a leader who thrives on challenge, who wants to continually learn and is not satisfied with accepting the status quo. The First Federation Trust has been at the forefront of primary system change and wishes to continue to push the educational boundaries in order to improve children's lives.

The successful applicant will be appointed to the First Federation Trust. Leaders can move across our schools, seeking new opportunities within their career. We are seeking applications from experienced school leaders. As a Head of School, you will focus on school improvement within the school; supported by an experienced Trust Leadership Team.

Our high performing Trust includes a rich variety of schools and offers countless leadership development opportunities and career progression options.

Your supporting statement should include:

- Why Primary Education is so important to society
- Your own personal pedagogical beliefs
- Why you want to work for the First Federation Trust
- What strengths and talents you will bring to our organization
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Visits to Bere Alston are recommended and should be arranged by contacting the school on 01822 840410.

Closing date is noon on Thursday 19th May 2022.

Interviews will be held on 26th/27th May 2022.

We are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. A DBS disclosure is required for this post.

Paul Walker



Job Description

Role Profile	Head of school
Job Purpose	Provide the leadership and management which enables the school to give every pupil high quality education and which promotes the highest possible standards of achievement
Accountabilities	<p>Creating the future</p> <ul style="list-style-type: none"> • create and communicate a shared vision which expresses core values and moral purpose • motivate others to create a shared learning culture and positive climate • model the values and visions of the school • translate the vision into agreed objectives and operational plans <p>Leading teaching and learning</p> <ul style="list-style-type: none"> • ensure a continuous and consistent school-wide focus on pupils' achievement, • including the use of data and benchmarks to monitor progress • establish creative, responsive and effective approaches to learning and teaching • set high expectations and challenging targets for the whole school community • monitor, evaluate and review classroom practice and promote improvement strategies • challenge under-performance at all levels and ensure corrective action <p>Developing self and working with others</p> <ul style="list-style-type: none"> • develop and maintain effective strategies and procedures for staff induction, professional development and performance review • develop and maintain a culture of high expectations for self and others • ensure effective planning, allocation, support and evaluation of work of teams and individuals • regularly review own practice, set personal targets and take responsibility for own development <p>Managing the organisation</p> <ul style="list-style-type: none"> • ensure the smooth day-to-day running of the School and report directly to the Link Director • liaise with Governors where directed to do so by the Trust Leadership Team • under the direction of the Link Director, recruit, retain and deploy staff appropriately within the School <p>Securing accountability</p> <ul style="list-style-type: none"> • develop a school ethos which enables everyone to work collaboratively • ensure individual staff accountabilities are clearly defined, understood and agreed • ensure every individual child has access to high quality teaching and learning <p>Strengthening community</p> <ul style="list-style-type: none"> • create and promote positive strategies for challenging racial and other prejudice • ensure a range of community-based learning experiences • collaborate with other agencies to ensure pupil and community needs are met

Job description continued

<p>Knowledge and skills</p>	<p>Skills the head of school should demonstrate their knowledge and understanding of:</p> <ul style="list-style-type: none"> • statutory education frameworks • ways to build, communicate and implement a shared vision • leading change, creativity and innovation and the impact of change on the organisation and individuals • new technologies, their use and impact • strategies for communication • strategies for raising achievement and achieving excellence • models of learning and teaching • models of behaviour and attendance management • curriculum design and implementation • strategies to promote individual, team and organisational development • building and sustaining a learning community • legal issues relating to equal opportunities, race relations, disability and human rights • the use of a range of tools and evidence, including performance data, to support, monitor, evaluate and improve the quality of teaching and learning, including challenging poor performance • the wider curriculum, beyond school and the opportunities it provides for pupils and the school community, including strategies which encourage parents and carers to support their children's learning
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Person specification

Criteria	Essential	Desirable
Knowledge and Skills		
Knowledge of statutory education frameworks	E	
Clear understanding of strategic planning processes	E	
Ability to lead change, creativity and innovation	E	
Understanding of new technologies, their use and impact		D
High skills and understanding of the strategies for	E	
Qualified Teacher Status	E	
Academic qualification at Degree or higher level	E	
Leadership		
Ability to provide effective leadership and manage necessary	E	
Able to inspire, challenge, motivate and empower others to	E	
Understand what makes highly effective teams in a school	E	
Able to promote the positive ethos and celebrate the		D
Ability to be a decisive leader and manager, analysing problems	E	
Evidence of a consultative style; approachable and accessible		D
Commitment to inclusion and provision of opportunity for all	E	
Forward thinking and keen to be involved in new educational initiatives and can be reflective and learn from previous experience		D
Ability to think strategically and build and communicate a	E	
Ability to further develop the monitoring and evaluation of	E	
Ability to promote the school in the local community	E	



Person specification continued

Teaching and Learning		
Evidence of excellent classroom practice and success as a	E	
Ability to support teachers with the implementation of the whole primary curriculum, resulting in high levels of achievement for all children	E	
Ability to strategically develop assessment for learning in order		D
Evidence of leading whole school initiatives	E	
The use of Performance Management to develop teachers	E	
A commitment and ability to safeguard the welfare of pupils	E	
Committed to maintaining and developing a Christian Ethos	E	



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